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ART AGNOS Mayor

Shirley Jones President

Sululagi Palega Vice President

Bobbrie Brown

Matt Ettinger

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Ethel Garlington

Espanola Jackson
Scott Madison

SOUTHEAST COMMUNITY FACILITY COMMISSION
CITY and COUNTY OF SAN FRANCISCO

DOCUMENTS DEPT.

STANCISCO CONTRACTOR

NOTICE OF MEETING

THURSDAY, JANUARY 10, 1991

6:00 P.M. 1800 Oakdale Avenue, Dining Room Area San Francisco, California

AGENDA

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF MINUTES December 13, 1990
 - IV. COMMUNICATIONS
 - V. REPORT Todd Cockburn, Executive Director, CWP, or designee
- VI. REPORT Dr. Juanita Owens, SE Campus
- VII. NEW BUSINESS
- VIII. PUBLIC COMMENT
 - IX. ADJOURNMENT



SOUTHEAST COMMUNITY FACILITY COMMISSION CITY and COUNTY OF SAN FRANCISCO

ART AGNOS Mayor

Shirley Jones President

Sululagi Palega Vice President

Bobbrie Brown

Matt Ettinger

Ethel Garlington

Espanola Jackson

Scott Madison

M I N U T E S
THURSDAY, JANUARY 10, 1991
6:00 P.M.
1800 Oakdale Avenue
San Francisco, California

DOCUMENTS DEPT.

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SAN FRANCICO

I. CALL TO ORDER

The regular meeting of the Southeast Community Facility Commission was called to order by Commissioner Jones, President, on Thursday, January 10, 1991 at 6:20 p.m.

II. ROLL CALL

Commissioners

Present: Commissioner Bobbrie Brown

Commissioner Matt Ettinger Commissioner Ethel Garlington

Commissioner Espanola Jackson-Sims

Commissioner Shirley Jones Commissioner Scott Madison

Excused: Commissioner Sululagi Palega

Others Present: John Rathsam, Department of Real Estate; Alex Pitcher, Public Affairs Manager, CWP; Alex Mamak, Public Information Coordinator, CWP; Rufus Davis, BVHP Crime Abatement Committee; Laroy McDonald, Business Development, Inc.; Anita Martinez, Interim Vice Chancellor of Instruction, CCSF; Jennifer Biehn, Interim Vice President of Instructional Services, CCSF; Juanita Owens, Acting Director, CCSF Southeast Campus; and Ella Stoneham-Brown and Willie McDowell, Staff Persons, CWP.

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III. APPROVAL OF MINUTES

A motion was made by Commissioner Garlington, seconded by Commissioner Brown and carried to adopt the minutes of December 13, 1990 with necessary corrections.

IV. COMMUNICATIONS

The following communications were submitted:

- a) Information required by the Mayor's Office to update the City's mailing list.
- b) Letter that was sent to the Chancellor on behalf of the Commission inviting him to attend a Commission meeting. (No response has been received.)

V. REPORT-TODD COCKBURN, EXECUTIVE DIRECTOR, CWP OR DESIGNEE

Mr. Pitcher reported that many things have occurred at the EPMC. Commissioner Palega will be asked to convene a meeting to discuss the status of the EPMC and report back to the full body.

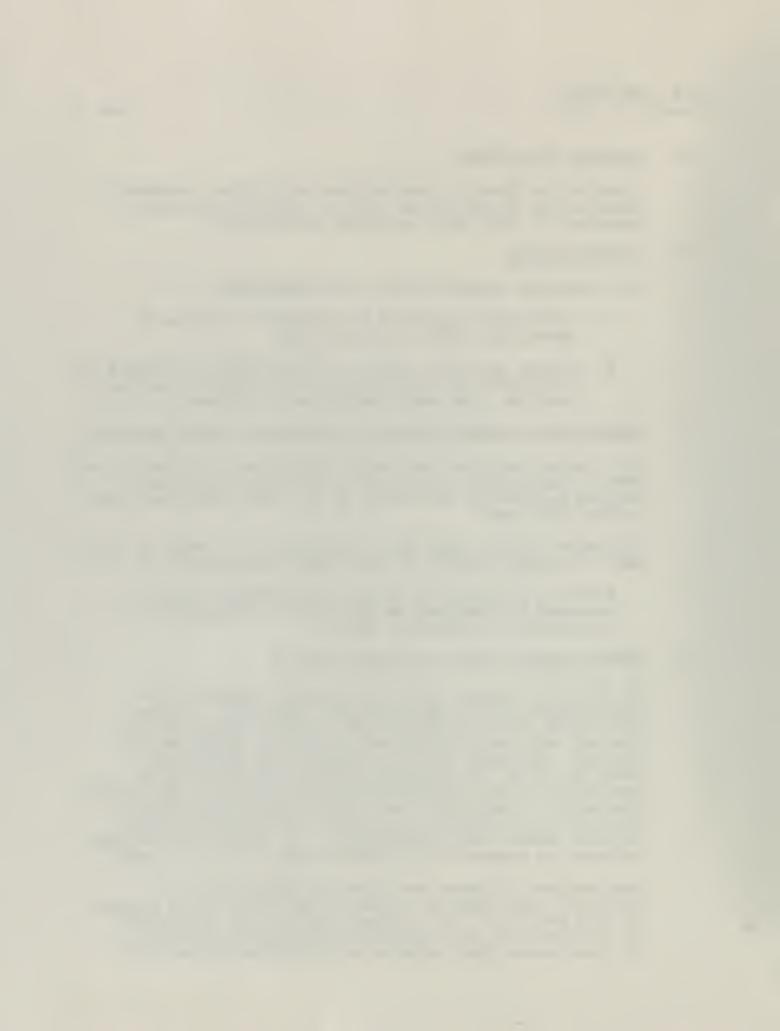
The Mayor has not made any indications as to when he would make his reappointment of the three Commissioners.

ACTION: A motion was made by Commissioner Madison, seconded by Commissioner Garlington and carried to accept Mr. Pitcher's report.

VI. REPORT-JUANITA OWENS, SOUTHEAST CAMPUS

Mr. Pitcher reported that the culinary program is of significance to this area and this facility. It was included by the community in the initial plans and the history needs to be explained to the new CCSF administration. The Kopp Bill has appropriated sufficient funds to start the program, however, the CCSF has to subsidize for the maintenance and operation of the program thereafter. Seemingly, due to the fiscal restraints, there is a reluctance on the part of the CCSF District to move forward with the program. Mr. Pitcher encouraged everyone to support the implementation of this program.

Commissioner Ettinger asked what documentation is available that there is a history of the culinary program at this facility? Mr. Pitcher replied that during his involvement with the Southeast Campus Advisory Board, Mr. Joe Johnson had assisted with information needed to



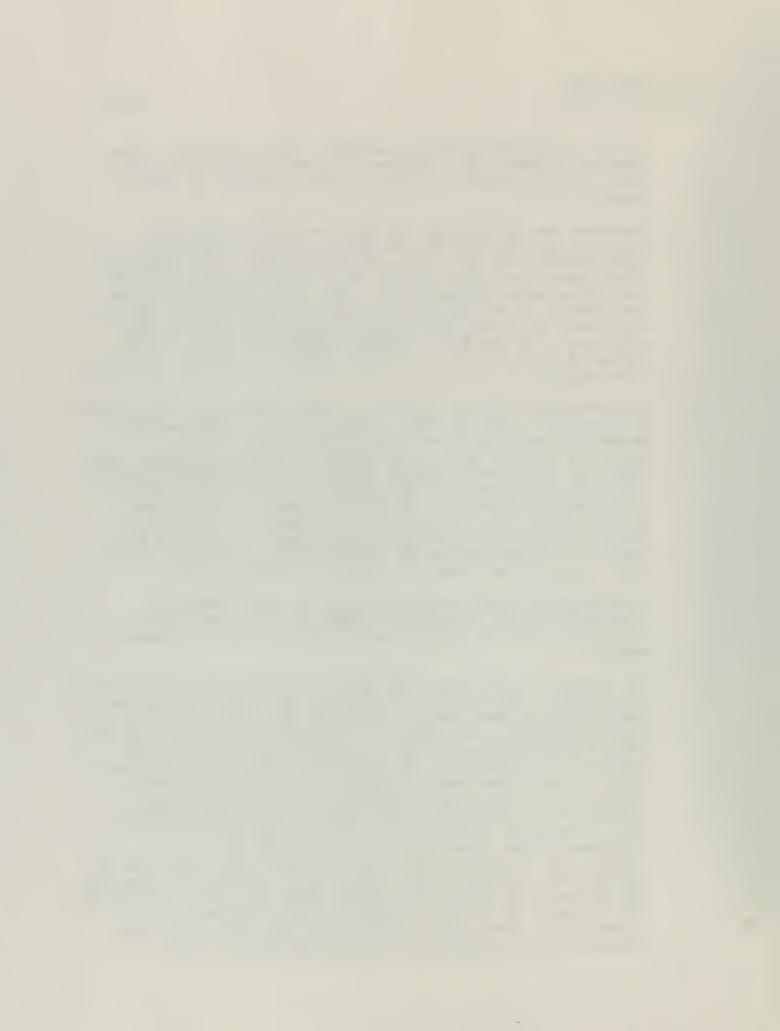
start a culinary program; somehow, this information has been misplaced. Mr. Pitcher will research further with the City Department to try to locate records of this program.

Commissioner Garlington stated that in the initial proposal for funding by the State, monies were identified specifically for the culinary program and furnishings of other programs—there has to be a record of this before the funds were appropriated. Dr. Owens stated that she has access to the proposed budget and expenditure that was submitted to secure the State funds (Kopp Bill of \$1.4 million). Of the \$1.4 million, about \$350,000 is earmarked for the culinary program, which is enough to begin the program.

Commissioner Madison stated that the Commission might want to ascertain ways in which to help the culinary program sustain itself, such as selling the food that the students produce during the course of their training. He asked if there were federal lunch or food programs available that this institution can provide food service for, or prepare lunches for childcare centers in this area. There needs to be a way for this program to be able to dispose of the food during the process of learning how to cook. If locations can be found to sell the food, then this could offset some of the cost of the program.

Commissioner Brown suggested that another source of funding could be to supply lunches at this facility (cafeteria style) and perhaps catering (with a separate menu).

Dr. Owens met with the CCSF Hotel & Restaurant Program and the Downtown Hospitality Program to get their expertise on designing the best culinary program for this facility to better serve the community. In addition, she met with the CCSF administration to discuss the overall hospitality program and timeframe. It was noted that the intention is not to create dead-end programs, in that, the students will be employable after completion of this program. Perhaps an articulation with City College (the students can transfer to City College and/or feed into other programs -- after completion at this facility). Ultimately, a long-range goal can occur with this type of setting and mobility into management. It is not demeaning for students to take pre-service programs with the concept of venturing on to other programs (an integrated operation). There are a variety of jobs for hotel and restaurant, e.g. cashier, information clerk, etc.



Dr. Owens introduced a possible program for this facility called "Project Feast" (brochures were distributed for the Commissioners' perusal). This program is being offered throughout the Bay Area. It can start off at a small scale (twice a week): serving food; hiring a full-time chef, waiter/waitress; counseling; and offering academic courses in math and English. The curriculum is already established and there are faculty who are willing to assist. Once it has been approved, support and exposure is needed to make it a success (apprising the community that this program exist and services available).

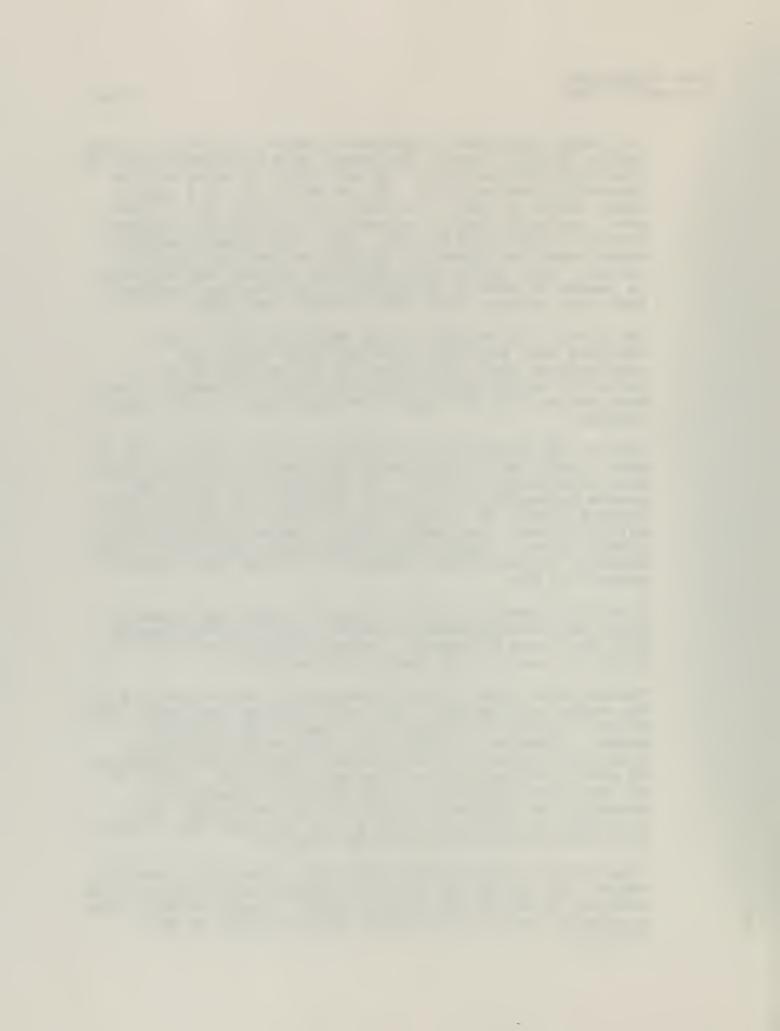
The District's concern is the operating cost. The starting cost will come from the Kopp monies and requisitions have to be prepared for purchasing of equipment and furniture within the next two weeks. The Kopp monies does not pay for an instructor or next year's expense.

Some of the stats from the survey were available. There were a total of 1,018 surveys received out of 7,000 that were distributed (15.3%). In the 94124 zip code, 369 people responded and 111 were interested in the culinary program (30%). Dr. Owens explained the other interests which included, performing arts, fitness, nutrition, and grocery clerk. Commissioner Jones noted that Ms. Shirley Wysinger is the contact person for the ABC Food Market Project at YCD.

A start-up budget for the culinary program was prepared (\$127,000 for equipment); however, the proposed program will cost less to operate. As previously mentioned, the District does not want duplicated programs.

Commissioner Brown asked if there would be an increase in the number of students? Dr. Owens replied that there will be and consideration should be given to the cultural aspect. Plans are underway to offer staff development training—linking all the programs together and nutrition of ethnic groups for the preparation of food. There is not much representation of the Black—Afro American community in the food industry in San Francisco. The restaurant competitors in this area are less than those in the financial district (Downtown Campus).

Commissioner Jackson-Sims noted that during the planning stages, the senior and day care centers were suppose to be involved in the food-service program. Also, students were suppose to be able to purchase their lunches at this facility.



Commissioner Ettinger suggested that at this point, it would not be appropriate for the Commission to get involved in the designing of the program, instead, focus on the parameters of what they want to see and try to determine what needs to be done by the Commission and the community in getting the culinary program started before the deadline.

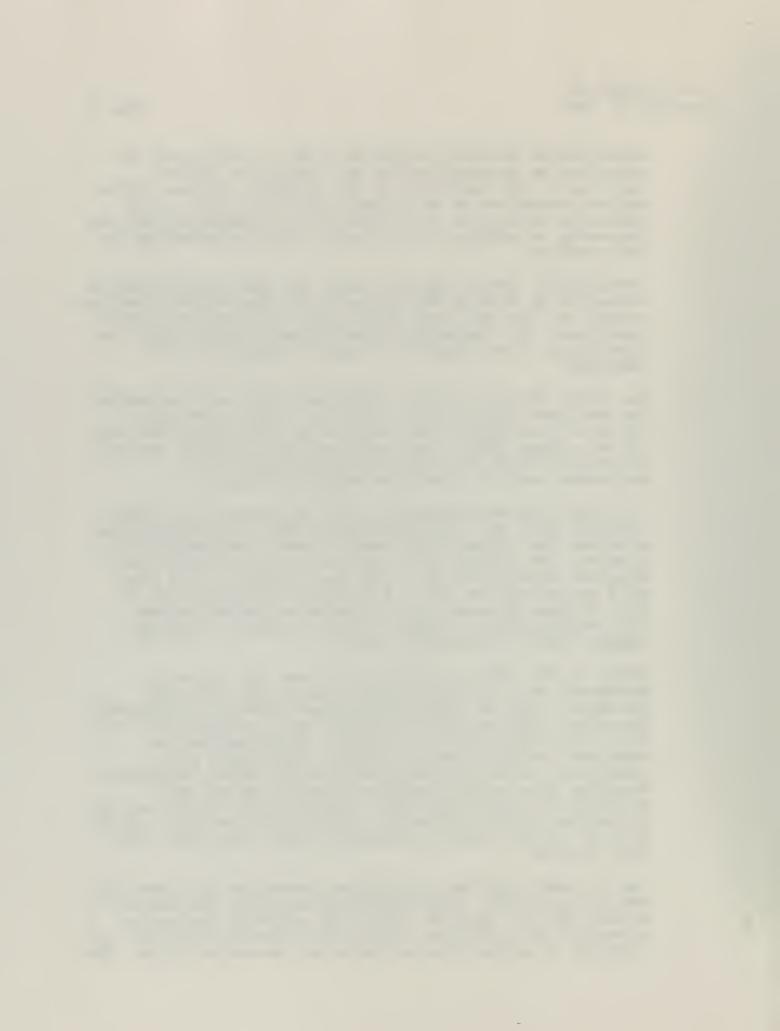
Commissioner Jones suggested that the CCSF administration delegated to oversee the culinary program be placed on the agenda for the next meeting to give an update and answer questions. Dr. Owens felt that it was important for the Commission to be apprised of what transpired at the meetings.

Ms. Anita Martinez and Ms. Jennifer Biehn were introduced. Ms. Martinez reported that there is a time constraint involved—the Kopp monies have to be utilized by the end of this fiscal year, June 1991 and the equipment requisitions have to be submitted by February 14, 1991. Decisions have to be made relatively quickly.

All instructional programs within the community college district must be linked together so that services can be provided for students who want to enter the hospitality program. The hospitality program is very expensive to operate--from \$5,000 to \$7,000 per student. This site will not be able to offer a full-scale operation as in City College because of the limited space and budget. City College has the space to serve about 200 faculty members and 23,000 students daily.

Based on the 1987 prices, \$215,000 was set aside for equipment and with the inflation of prices, all the equipment that was formerly proposed cannot be purchased. There are other needs: development of a program that fits with other instructional programs, staffing that is required (on-going cost), and food that needs to be purchased. Also, the purchasing of uniforms, textbooks/ supplies have to be considered—whether or not the students will buy their own. The problem is the District is working within a fine-line budget and they will not be able to put the kinds of resources they would like into this program.

The proposed program would be two semesters in length with three components: Chef Instructor to teach the actual kitchen skills, English Instructor and Math Instructor. A counselor to handle the recruitment, placement in jobs and guidance in cases where students are having problems. The



goal is to retain the students as they are being trained. The district foresees this program as a short-term program: 4 hours per day, 5 days per week for 2 semesters. It would be an open-entry, open-exit program (students can enroll at any time during the semester).

The CCSF program is for two semesters, but the students have to meet a certain academic criteria: must have a high school diploma with a "C" average or higher and must pass an English placement test. College credits are offered in that program which serves about 70 students per semester for a four-semester cycle.

At this point, the District does not anticipate offering college credits for this program. It has been envisioned that this program will serve about 20-25 students per semester and be successful on a small scale. It will not have any requirements in terms of academic preparation.

The Downtown program also started as a small, non-credit program and monies were identified before the building was constructed. The applicants must have a certain placement on a standardized English and Math test.

The American Cook Program being offered at the Chinatown Campus does not have an English academic requirement. However, the students must have previous kitchen experience.

The intention is for students to merge into four areas after completing the two-semester program at this facility: 1) Move into entry-level jobs, e.g. waiters, kitchen helpers, cooks, front desk persons, etc.; 2) upgrade skills to be able to transfer to other training areas; 3) Employed before completion of the program; or 4) visualize this as the beginning of furthering their education.

There are no limitations being placed on this program, other than the budget, activity and space limitations. The District does not have the resources to offer a large program at this time. Therefore, a small program is being introduced with the possibility of expansion if it succeeds.

Commissioner Brown expressed concern in that the program being proposed is non-credit and remedial. Ms. Martinez explained that developing a credit program is a long process (two years) and there is not enough time to pursue this before the deadline. This program will be a



cross training for the students in the program and no academic level will be set. This program will be in competition with other programs and in order to gain support, the District has to show how each program works.

The District is in the process of combining all four culinary programs into one district program, being offered at different sites. It is the intention that if a student cannot profit from one program, he/she can profit from another.

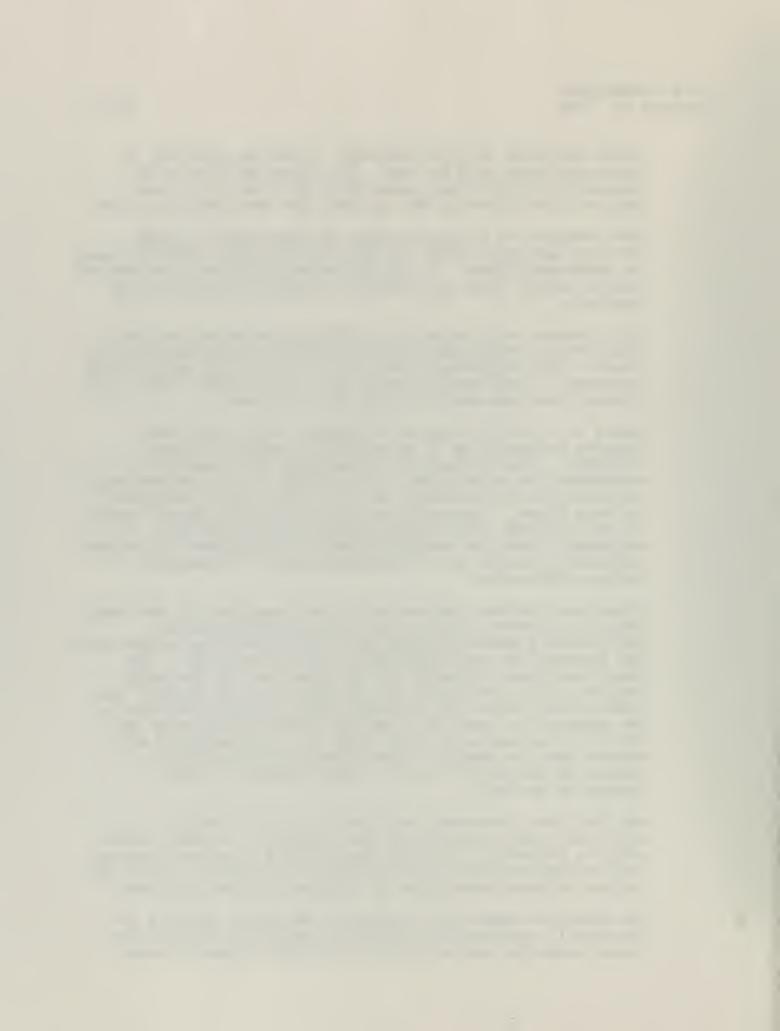
This program will cost about \$500,000 to start and the District is requesting another \$250-300 thousand from the Board. The additional monies will be ongoing and pay for personnel, food, maintenance, etc. It is hoped that this program can commence in August of this year.

There is a possibility of reclassifying a non-credit program to credit at a later date by making it more rigorous, more academically demanding and raising the standards for enrollment. It is hoped that credited day classes will be available at all of the major community college sites. Propositions 13 and 98 had a great impact on the limited funds being placed on the community colleges. With the anticipation of an increase in student population, there is a tremendous need for community college education.

There was further discussion of the remainder of the Kopp monies and other state funds. It was Commissioner Garlington's understanding that the entire Kopp monies was for furnishings and equipment for this facility. She questioned what happened to the remainder of the Kopp monies and the balance? Ms. Martinez clarified that the rest of the monies is available and requisitions have to be prepared to spend it. Ms. Martinez assured that the all the Kopp monies appropriated for this facility will not be spent elsewhere. (Ms. Martinez will submit a report of the balance and the expenditures of the projected monies.)

Ms. Martinez requested assistance in recruitment, enrollment and retention of the students. A task force will be formed of advisors from Local 2, advisory boards, and faculty working in a collaborative effort. There will be one advisory committee to oversee the four programs.

Ms. Martinez asked for alternate avenues to explore for financial resources to assist the program. Commissioner Jones suggested contacting the Private Industry Council



and the Mayor's Office of Housing Community Development (block grant) as means of acquiring financial assistance.

Commissioner Jones wanted assurance that the program being designed for this facility is a first-rate program and that the residents of this area will have priority in registering in it.

In conclusion, Ms. Martinez was supportive of the program and will recommend implementation; however, she could not guarantee that the Chancellor or Board will approve it. She assured that if for some reason this program does not take place, she will give an explanation to the Commission. Ms. Martinez announced that the Chancellor has open office hours from 8:00 a.m. to 9:30 a.m.

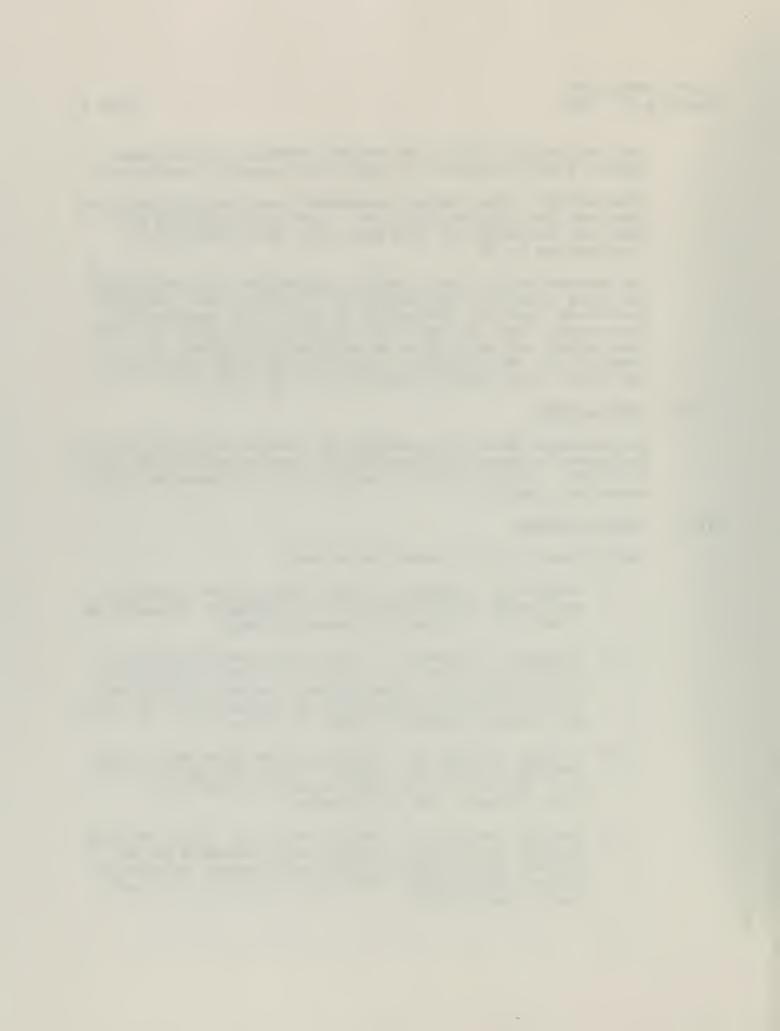
VII. <u>NEW BUSINESS</u>

Commissioner Brown acknowledged Dr. Owens and staff on the Christmas Program that was held at the Southeast Community Facility. (A commendation letter will be forwarded to Dr. Owens and staff.)

VIII. PUBLIC COMMENT

The following announcements were made:

- a) Wednesday, January 16 The New Bayview Committee will hold its Installation of Officers' Ceremony at 7:00 p.m., in the SECF Community Room.
- b) Thursday, January 17 The Health Commission will hold an informational meeting on the proposed 500 bid campus for a drug abuse program to be housed in the Hunters Point Shipyard (meeting will be held at the SECF Community Room at 7:00 p.m.)
- c) Sunday, January 20 Martin Luther King March will assemble at the St. Paul of the Shipwreck at 1:30 p.m. and end at the SECF Community Room with entertainment and refreshments.
- d) Monday, January 21 March for Peace (commemorating Martin Luther King Holiday) will assemble at the Bayview Playground on Third and Carroll Streets at 10:00 a.m. and will end with a rally at the Civic Center Auditorium.



XI. ADJOURNMENT

A motion was made by Commissioner Jackson-Sims, seconded by Commissioner Brown and carried for adjournment. The meeting adjourned at 8:30 p.m. The next meeting will be held on <u>January 23</u>, <u>1991</u>, 6:00 p.m.





ART AGNOS Mayor

Shirley Jones President

Sululagi Palega Vice President

Bobbrie Brown

Matt Ettinger

Ethel Garlington

Espanola Jackson

Scott Madison

SOUTHEAST COMMUNITY FACILITY COMMISSION CITY and COUNTY OF SAN FRANCISCO

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SAN FRANCISCO PUBLIC LIBRARY

NOTICE OF MEETING

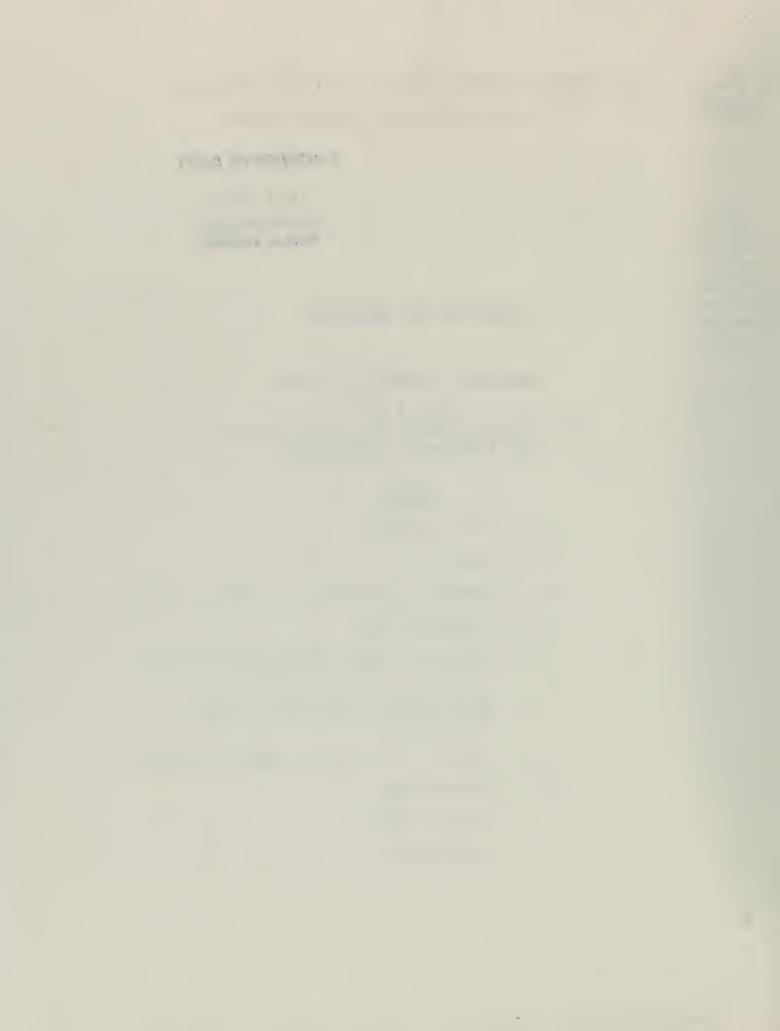
WEDNESDAY, JANUARY 23, 1991

6:00 P.M.

1800 Oakdale Avenue, Dining Room Area
San Francisco, California

AGENDA

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF MINUTES January 10, 1991
 - IV. COMMUNICATIONS
 - V. REPORT Todd Cockburn, Executive Director, CWP, or designee
 - VI. SELECTION OF EXECUTIVE DIRECTOR Discussion
- VII. REPORT Dr. Juanita Owens, SE Campus
- VIII. NEW BUSINESS
 - IX. PUBLIC COMMENT
 - X. ADJOURNMENT





SOUTHEAST COMMUNITY FACILITY COMMISSION CITY and COUNTY OF SAN FRANCISCO

ART AGNOS Mayor

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Matt Ettinger

Ethel Garlington

Espanola Jackson

Scott Madison

M I N U T E S
WEDNESDAY, JANUARY 23, 1991
6:00 P.M.
1800 Oakdale Avenue
San Francisco, California

FEB 1 1 1991
SAN FRANCISCO
PUBLIC LIBRARY

I. CALL TO ORDER

The regular meeting of the Southeast Community Facility Commission was called to order by Commissioner Jones, President, on Wednesday, January 23, 1991 at 6:20 p.m.

II. ROLL CALL

Commissioners

Present: Commissioner Matt Ettinger

Commissioner Ethel Garlington Commissioner Shirley Jones Commissioner Scott Madison Commissioner Sululagi Palega

Excused: Commissioner Bobbrie Brown

Commissioner Jackson-Sims

Others Present: John Rathsam, Department of Real Estate; Alex Pitcher, Public Affairs Manager, CWP; Alex Mamak, Public Information Coordinator, CWP; Laroy McDonald, Business Development, Inc.; Juanita Owens, Acting Director, CCSF Southeast Campus; Clydenia Austin, College Ad Hoc Committee; Rose Mary Johnson, Counselor, CCSF Southeast Campus; Ella Stoneham-Brown; and Liz Palega CCSF/SECF Commission.

III. APPROVAL OF MINUTES

A motion was made by Commissioner Garlington, seconded by Commissioner Palega and carried to adopt the minutes of January 10, 1991 with necessary corrections.

IV. COMMUNICATIONS

No communications were submitted.

V. REPORT-TODD COCKBURN, EXECUTIVE DIRECTOR, CWP OR DESIGNEE

Mr. Pitcher announced that Commissioner Jackson-Sims had a death in her family and the services will be: Quiet Hour-Thursday, January 24th, 7:00 p.m., Lewis & Ribbs Mortuary and Funeral Services-Friday, January 25th, 1:00 p.m., Providence Baptist Church.

Commissioner Jackson-Sims and Mr. Mamak visited the sign shop to schedule the installation of two signs (locations nearest the facility).

The transfer of the jurisdiction of the EPMC to DPW and CWP legislation was before the Finance Committee on January 23rd.

ACTION: A motion was made by Commissioner Madison, seconded by Commissioner Palega and carried to accept Mr. Pitcher's report.

VI. DISCUSSION-SELECTION OF EXECUTIVE DIRECTOR

Mr. Pitcher suggested that the Commission proceed with the selection of an Executive Director—to be placed on the agenda. Mr. Cockburn and Mr. Pitcher will meet with Mr. Jim Horan, Personnel Director of DPW, sometime next week to start the process. Mr. Pitcher suggested that the Commission might want to consider forming a screening committee. At the next meeting, he will have a report on the procedures (the length of time, extent of the announcement for the position and the process to be used).

The job description will be Civil Service, but the Commission has the right of selection and approval. Once the Executive Director is hired, he/she will become a part of the Civil Service structure (probationary period,



benefits, etc.) The position will be exempt and it would be upon the discretion of the Commission in terms of the type of criteria to be used (oral interview and/or written exam). The announcement will include the submission of resumes to be reviewed by the screening committee.

Mr. Pitcher asked that the discussion of the salary range be withheld until the next meeting. Commissioner Jones asked that staff conduct a survey on other Commissions of names and salary ranges of their Executive Officers.

VII. REPORT-JUANITA OWENS, SOUTHEAST CAMPUS

Dr. Owens reported that staff have been extremely busy about the business of gathering information needed to prepare requisitions for the Kopp monies. Dr. Owens and Mr. Kris Murti, Associate Architecture of Facilities and Planning, completed a "facility walk through"—covering all the areas in terms of identifying instructional needs (furnishings and equipment). The former list that was generated has been revised to meet the immediate needs of the existing programs.

Instructors have been assigned as site managers to assist with the evening session. The security office will be relocated to a partitioned area in the main lobby. The present security office was initially designated for locker rooms to accommodate the hospitality program. Commissioner Jones expressed disapproval of a partitioned area in the main lobby. Dr. Owens will explore other options.

Mr. Steven Meeks, Chef at the Downtown Campus has completed a draft of state-of-the-art equipment for the culinary program. A selection of the furniture has also been made. The plumbing contractor has not been selected, however, Dr. Owens anticipates the program to start in the Spring or Fall of 1992. The cost for equipment and furniture for this program has increased to \$354,000 as opposed to the \$250,000-\$300,000 that was reported at the last meeting. Dr. Owens reiterated the importance of submitting the requisitions for the furniture and equipment by February lst. A brief description of the types of programs and equipment/furnishings were given.

Commissioner Garlington expressed her desire to have the plumbing started so that the furniture will be utilized when it arrives. She suggested forming a committee to review how the hospitality program at the Downtown Campus



is set up. Commissioner Jones suggested that the college staff meet with DPW to discuss the plumbing situation.

Commissioner Ettinger asked if the college staff has been working with the Southeast Advisory Board on the selection of equipment/furniture? Dr. Owens explained that because of the time frame involved, there was not enough time to consult the Advisory Board. Mr. Ted Martin, Chairman, Southeast Advisory Board will be contacted before the submission of the requisitions informing him of the proposed items and requesting input.

The items needed to facilitate the Library and other programs have been discussed with experts in the specific fields. The bottom line figure has not been determined, but the items will be prioritized. Dr. Owens welcomed input from the Advisory Board, Commission and all interested parties.

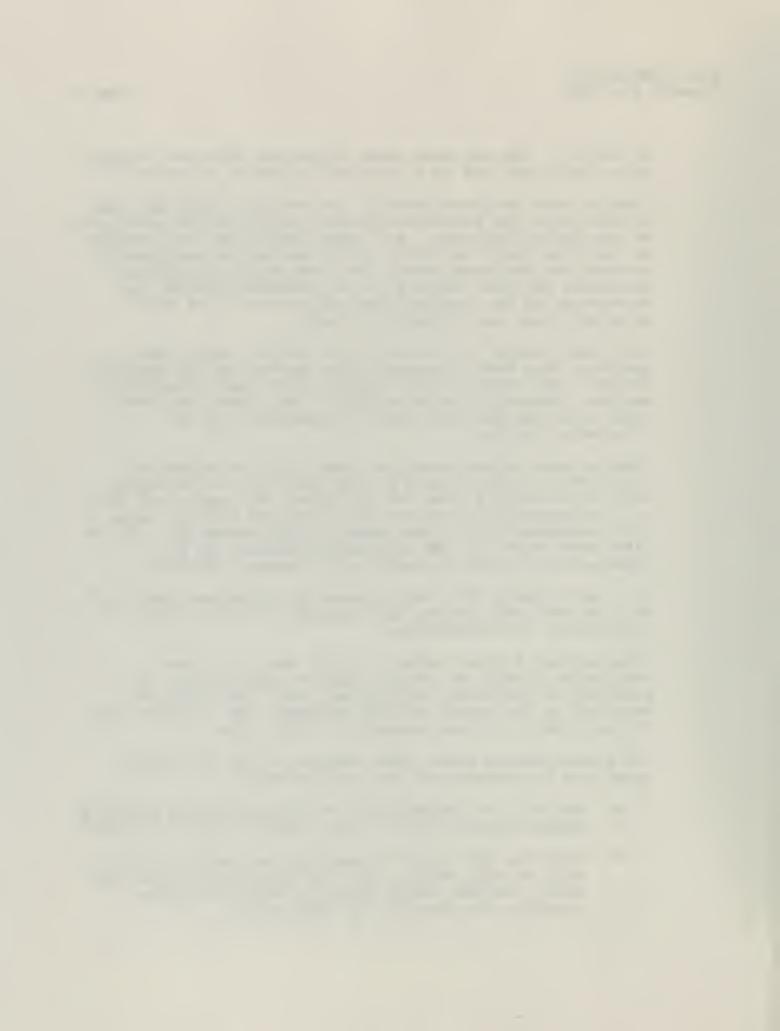
Commissioner Palega cautioned that with the budgetary restrictions being placed on the District, it is hoped that this facility does not go beyond its means; and that all the equipment/furniture being ordered will be taken into consideration by the needs of this community. It is also hoped that all the programs envisioned by the Commission and this community will become a reality.

Dr. Owens stated that she believed Ms. Martinez and staff will be available at the next meeting to address the concerns of the Commission.

Commissioner Madison asked if there were any funds available through the CWP for capital improvement, e.g. plumbing, ventilation, electrical, etc. that will be required by the tenant of this program? Mr. Pitcher was not at liberty to make comments at this time.

The Commissioners asked that answers to the following questions be provided at the next meeting:

- a) Who will be responsible for installing the plumbing needed for the kitchen area (CCSF District or CWP)?
- b) What was the delay in spending the rest of the \$1.4 million Kopp monies, and why did the District wait until the last three weeks to order--when the deadline was known in the beginning?

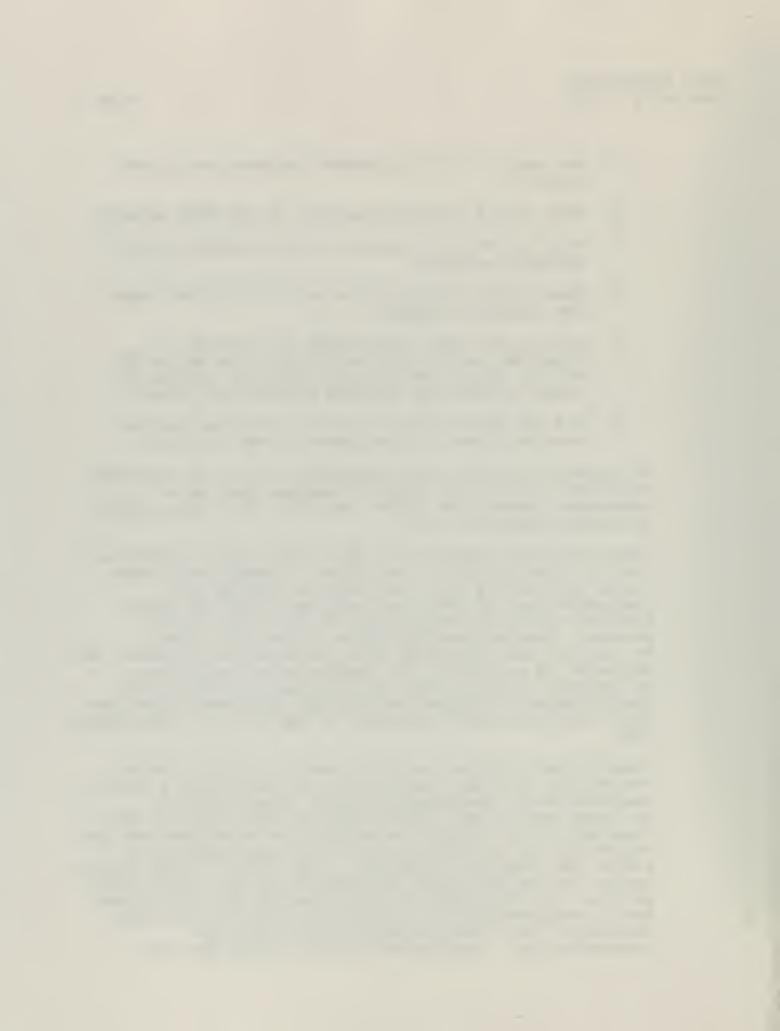


- c) How much of the Kopp monies has been spent and where?
- d) What is the remaining balance of the Kopp monies?
- e) What is the exact dollar figure intended for the culinary program?
- f) Where did the Kopp monies go if it did not come to the Southeast Campus?
- g) What is the time frame after the process is approved and if it is realistic to be approved? What is the projected date after the process in terms of when the culinary program will start?
- h) Did the Kopp monies go into an interest bearing account since 1987 and where is the interest?

Mr. Rathsam clarified that sometimes the law of arbitrage come under a situation where if appropriated by a government agency, the person receiving that money cannot accumulate interest on it.

There was some discussion of the Allied Health Program and the late installation of the sinks. Commissioner Jones stated that no one from the District informed the Commission that if the sinks were not installed, this facility could risk losing part of the allied health program. Commissioner Garlington stated that when Mr. Pitcher was approached with the plumbing situation, he suggested to wait until the Commission was organized. Mr. Pitcher clarified that had he been approached with the ultimatum of losing the program, the sinks would have been installed sooner—however, no one has ever approached him.

Commissioner Ettinger questioned why the allied health was removed from this facility and why was there a lack of communication? Commissioner Palega suggested that Dr. Owens obtain the information and report back to the Commission. Mr. Pitcher noted that the sinks were not the responsibility of the City, but they were installed to assist the tenant and community. The lack of sinks in the lab is not the reason for the removal of the allied health program. If the college district wanted the full allied health component here, it would have been and the sinks would have been installed because it was their responsibility. Commissioner Palega stated that the



allied health program was discussed during the June 6th hearing and the college administration did not mention the sink situation.

Dr. Owens concluded that it was her desire to see this facility fully utilized with exciting, educationally sound, productive programs that would enrich the community's lives. Mr. Pitcher commented on Dr. Owens' full cooperation with community events. For the record, the Southeast Advisory Board sponsored the college Christmas party. Ms. Johnson was recognized for her participation in the Martin Luther King festivities.

ACTION: A motion was made by Commissioner Ettinger, seconded by Commissioner Garlington and carried to accept Dr. Owens' report.

VIII. NEW BUSINESS

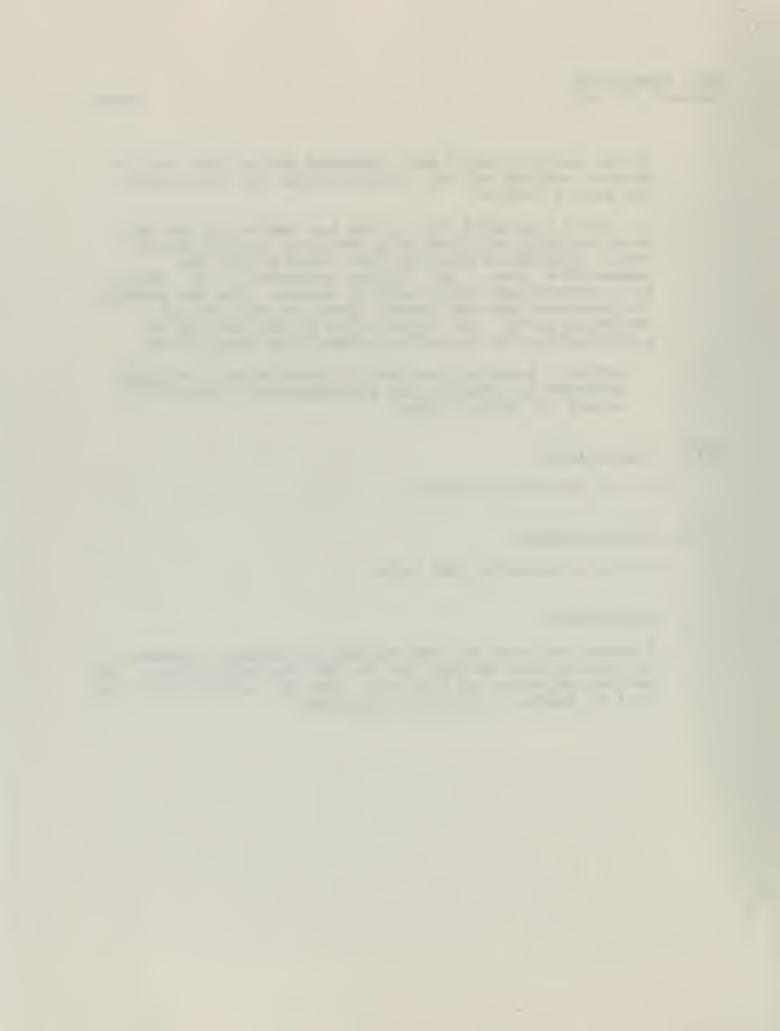
No new business to report.

IX. PUBLIC COMMENT

No public comments were made.

X. ADJOURNMENT

A motion was made by Commissioner Garlington, seconded by Commissioner Madison and carried for adjournment. The meeting adjourned at 7:20 p.m. The next meeting will be held on <u>February 14, 1991, 6:00 p.m.</u>





21

ART AGNOS Mayor

Shirley Jones
President

Sululagi Palega Vice President

Bobbrie Brown

Matt Ettinger

Ethel Garlington

Espanola Jackson

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SOUTHEAST COMMUNITY FACILITY COMMISSION CITY and COUNTY OF SAN FRANCISCO

FEB 1 1 1991

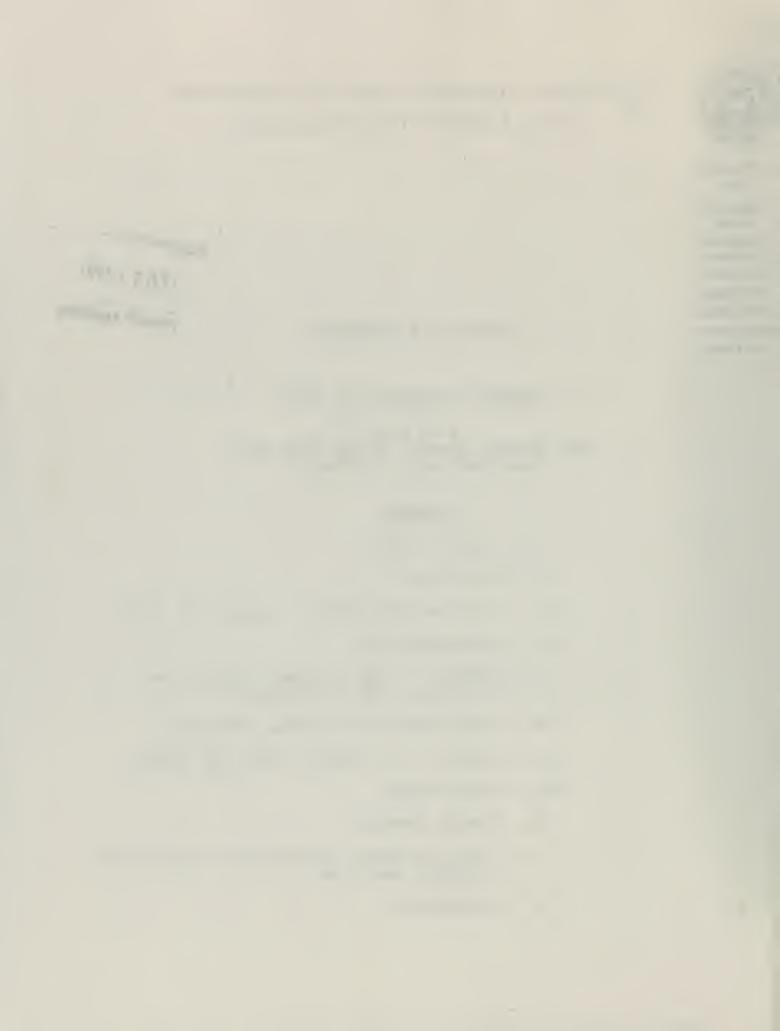
NOTICE OF MEETING

THURSDAY, FEBRUARY 14, 1991

6:00 P.M.
1800 Oakdale Avenue, Dining Room Area
San Francisco, California

AGENDA

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF MINUTES January 23, 1991
 - IV. COMMUNICATIONS
 - V. REPORT Todd Cockburn, Executive Director, CWP, or designee
 - VI. Appointment of Personnel Committee
- VII. REPORT Dr. Juanita Owens, SE Campus
- VIII. NEW BUSINESS
 - IX. PUBLIC COMMENT
 - X. CLOSED SESSION --Discussion of Executive Director position
 - XI. ADJOURNMENT





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SOUTHEAST COMMUNITY FACILITY COMMISSION CITY and COUNTY OF SAN FRANCISCO

M I N U T E S
THURSDAY, FEBRUARY 14, 1991
6:00 P.M.
1800 Oakdale Avenue
San Francisco, California

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MAR 4 = 1991

SAN FRANC. BURER LINEARY

I. CALL TO ORDER

The regular meeting of the Southeast Community Facility Commission was called to order by Commissioner Jones, President, on Thursday, February 14, 1991 6:10 p.m.

II. ROLL CALL

Commissioners

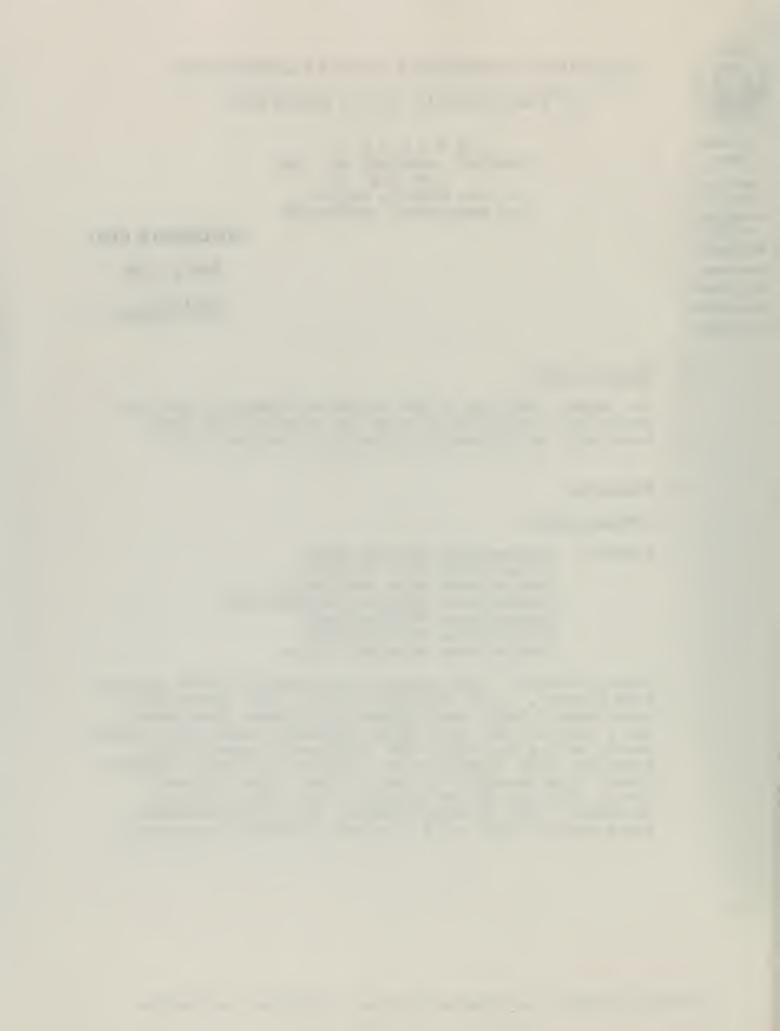
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Commissioner Espanola Jackson-Sims

Commissioner Shirley Jones Commissioner Scott Madison Commissioner Sululagi Palega

Others Present: John Rathsam, Department of Real Estate; Alex Pitcher, Public Affairs Manager, CWP; Information Coordinator, CWP; Laroy McDonald, Business Development, Inc.; Rufus Davis, BVHP Crime Abatement Committee; Juanita Owens, Acting Director, CCSF Southeast Campus; Anita Martinez, Vice Chancellor of Instruction, CCSF; Jennifer Biehn, Vice President of Instruction, CCSF; Clydenia Austin, College Ad Hoc Committee; Rose Mary Johnson, Counselor, CCSF Southeast Campus; Ella Stoneham-Brown Staff Person, CWP; and Liz Palega CCSF/SECF Commission.



III. APPROVAL OF MINUTES

A motion was made by Commissioner Jackson-Sims, seconded by Commissioner Garlington and carried to adopt the minutes of January 23, 1991 with necessary corrections.

IV. COMMUNICATIONS

No communications were submitted.

V. REPORT-TODD COCKBURN, EXECUTIVE DIRECTOR, CWP OR DESIGNEE

No report was made.

VI. APPOINTMENT OF PERSONNEL COMMITTEE

The draft of the Executive Director job description was available for review and discussion by the Commission.

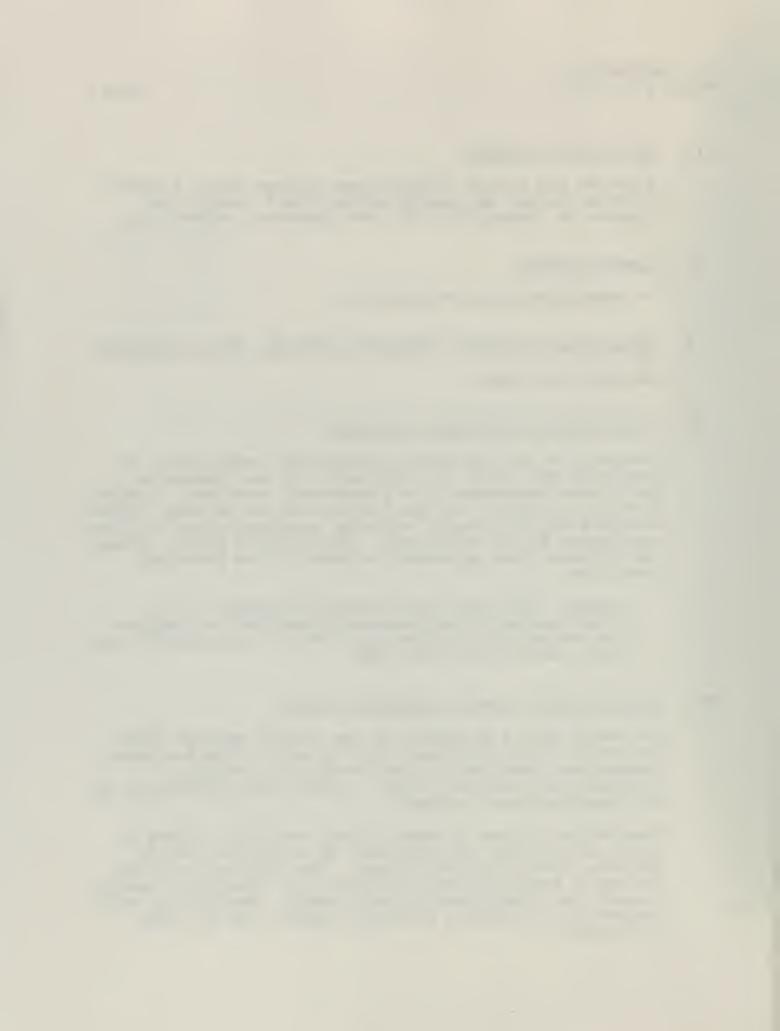
Mr. Pitcher suggested that a personnel committee be established to finalize the job description and process, screen and rank the applicants, and make recommendations of three candidates to the full body. Commissioners Brown, Palega and Ettinger were appointed to serve on the personnel committee.

ACTION: The Commission unanimously approved the authorization of the personnel committee to finalize the job description/process, post the announcement, and report back to the full body.

VII. REPORT-JUANITA OWENS, SOUTHEAST CAMPUS

Dr. Owens gave a breakdown of the overall average daily attendance (ADA) throughout the district. The Southeast Campus has increased in enrollment and retention—averaging about 18 per class. (Stats were distributed for the Commissioners' perusal.)

The limited intake of students and cost factor plays a large part in the low enrollment of the allied health program, namely the LVN Program. The district is going through a transition period where it is considering moving towards one discipline for each campus. Eventually, each campus will be given a different budget item for each discipline.



The compilation of data from the survey has been completed and the narrative is available--conclusions will be presented at the next meeting.

The appropriation statement for equipment (Phases I and II) that was presented by Mr. Jun Iwamoto, Vice Chancellor of Business, was available for review. The deadline of June 30th to expend the monies was reported incorrect. The district has until 1993 to spend the monies for Phases I and II.

Dr. Owens met with the Advisory Board and presented the proposed equipment list. The requisitions totalling \$382,000 were submitted by February 1st exceeding the designated amount of \$367,000. (Dr. Owens will report on the requisitions being proposed and where the surplus monies will be spent at the next meeting.) The Kopp monies must be spent on the Southeast Campus.

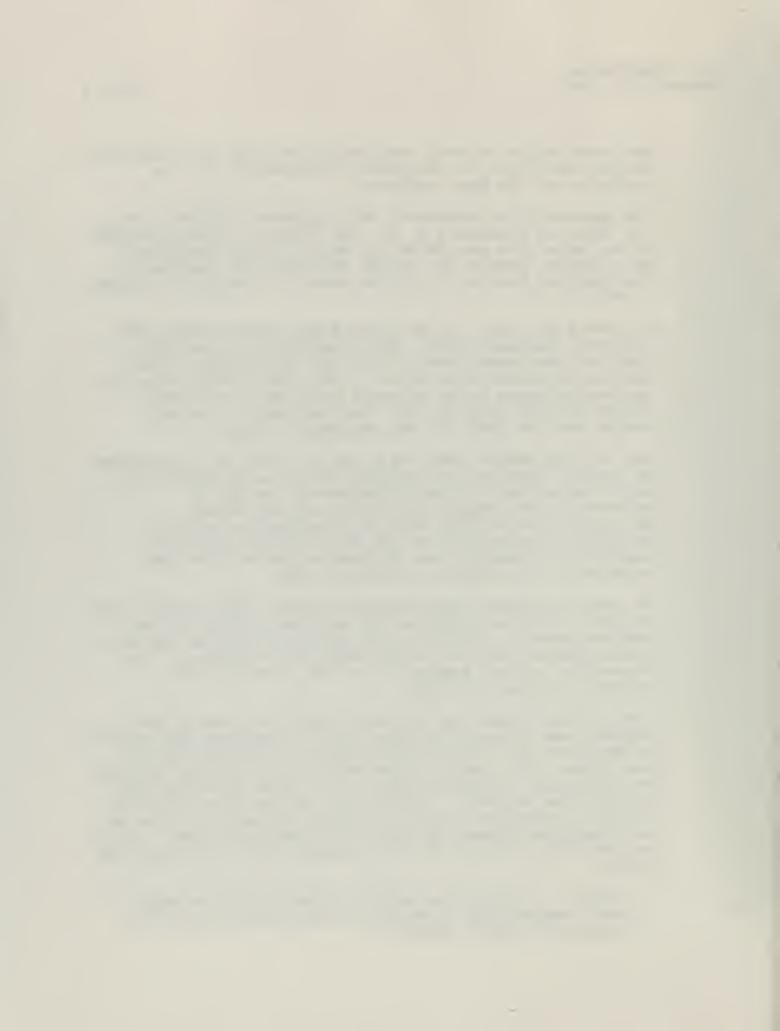
Part of the reason that the money was held up was because it was an instructional decision in terms of whether or not to offer the culinary program—it was not a budgetary issue because the money was available.

Ms. Martinez clarified that the Kopp monies is only \$775.212.71 as opposed to the \$1.4 million that was reported previously. She further explained the Kopp legislation and district matching funds.

Dr. Owens outlined the credited courses being proposed for the Fall semester (information was distributed to the Commissioners). There is a correlation with the courses being proposed and the survey that was conducted. The Chancellor is very supportive of the direction the Southeast Campus is going.

Commissioner Brown was concerned that the courses have already been selected and the Ad Hoc Committee has not had an opportunity to review the results of the survey and give input. Dr. Owens stated that the reason the courses were proposed was because there is a time line that the district has to meet. Commissioner Brown asked that the narrative/responses of the survey be presented to the Ad Hoc Committee before any final decisions are made. (An Ad Hoc Committee Meeting will be scheduled for the following week.)

ACTION: A motion was made by Commissioner Jackson-Sims, seconded by Commissioner Brown and carried to accept Dr. Owens' report.



Ms. Martinez gave an overview of district personnel responsibilities. The budget this year was \$98 million, however, there will be a cut of \$2 million in the Fall semester. In the past, the amount of ADA generated among each campus determined the placement of full-time instructional positions.

Ms. Martinez responded to the questions that were submitted at the previous meeting:

a) Who will be responsible for installing the plumbing needed for the kitchen area (CCSF District or CWP)?

Not known--this decision is not the responsibility of the Vice Chancellor of Instruction. (The Vice Chancellor of Planning/Development will negotiate this agreement with the Chancellor.)

b) What was the delay in spending the rest of the \$1.4 million Kopp monies, and why did the District wait until the last three weeks to order--when the deadline was known in the beginning?

Not known--the campuses that received more monies were those with large class sizes. The decision was not based on what the instructional need was, but on fiscal/financial benchmarks that the district has. (This has changed--decisions will not be made based on finance, but on sound instructional programs.)

c) How much of the Kopp monies has been spent and where?

As reported, there was not \$1.4 million of Kopp monies. With the requisitions that were submitted, half of the monies will be spent and the other half will be put aside for the culinary program. (As the money is spent, it will be reported back to the Commission.)

- d) What is the remaining balance of the Kopp monies?
 This was already explained in the information that was distributed.
- e) What is the exact dollar figure intended for the culinary program?

Not known--the equipment/furnishings will come from the Kopp monies. However, monies will have to be

sought for the plumbing, to hire a full-time culinary instructor, math instructor, English instructor, counselor and other space in the building. The area designated for the program can only train 20-25 students per session. (The district is considering whether or not it is worth spending this much money on this amount of students.)

f) Where did the Kopp monies go if it did not come to the Southeast Campus?

The bulk of the monies is still with the State. The district is reimbursed from the state after the bills are forwarded. The money that the district set aside is still in the general fund account (about \$32,000/\$38,000).

g) What is the time frame after the process is approved and if it is realistic to be approved? What is the projected date after the process in terms of when the culinary program will start?

The district submitted the requisitions under the assumption that the deadline was June 30, 1991. It is hoped that the program can start in Spring of 1992.

h) Did the Kopp monies go into an interest bearing account since 1987 and where is the interest?

As mentioned, the Kopp monies is still with the State except for the district general fund. If interest is accrued from the general funds, it will go back into the general fund account.

Mr. Pitcher suggested the utilization of the commercial kitchen at the EPMC as an adjunct to the culinary program. Ms. Martinez recommended that the Afro-American Studies be considered as an offering at the Southeast Campus. This program has been very successful at City College. Ms. Martinez concluded that it was her desire to obtain suggestions from the various constituencies and move forward with the plans for this facility.

Commissioners Jones, Palega and Garlington, and Mr. Ted Martin met with Chancellor Dobelle on February 13th. Commissioner Palega reported that they discussed the culinary program, credited courses, childcare facility, horticulture program, sports programs, weekend classes



including Sundays, and involvement of high school students.

The Chancellor seemed very much committed to the community. He received information from people who were indirectly involved with the community and it was clarified who the appropriate sources are. The Chancellor inquired about availability of space within this facility and short-term/long-term lease plans for possibilities of expansion. Also, the possibility of expansion within the community, such as space in public schools.

It is not the intention of the Chancellor to close the Southeast Campus. The Chancellor would like to research the programs further, make a presentation to the Commissioners who met with him, and later meet with the full body.

There was a discussion of the remarks made by one of the Governing Board members towards the community.

Mr. Pitcher suggested that a letter be sent to Dr. William Marquis expressing the Commission's dissatisfaction and concerns. Additionally, inviting him to attend a Commission meeting at his earliest convenience, preferably at the next meeting.

ACTION: It was unanimously passed to invite Dr. Marquis to the next Commission meeting and if it was not feasible, inform the Commission of a convenient date (list of the scheduled Commission meetings will be included in the letter).

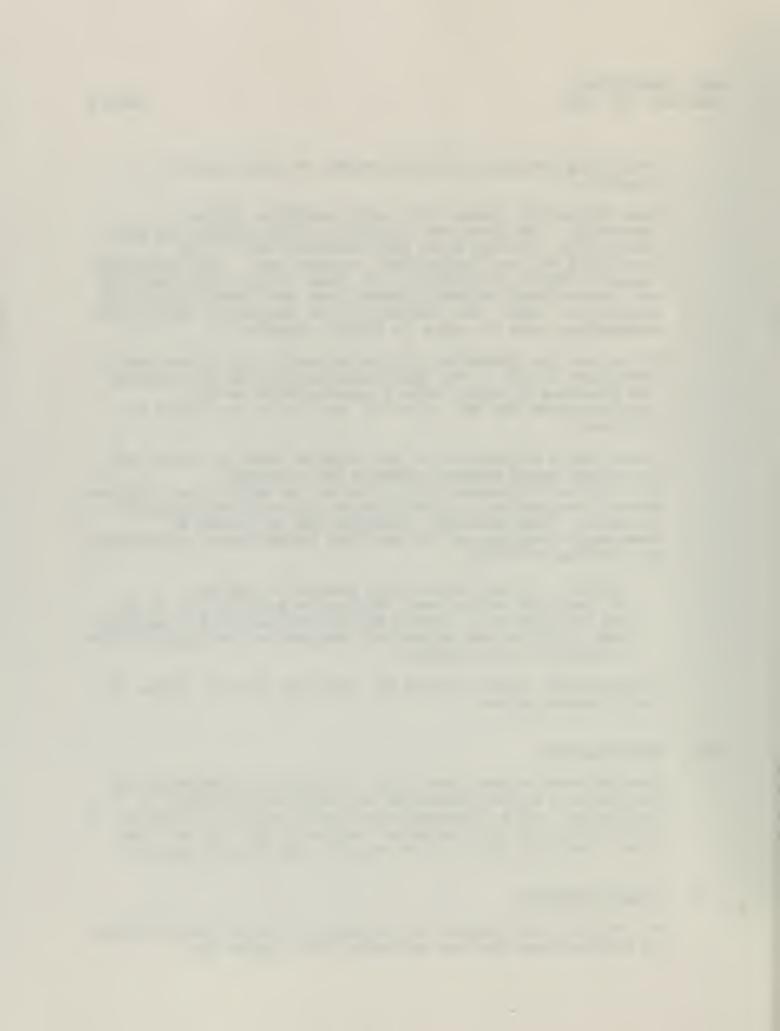
Commissioner Jones thanked Ms. Martinez and Ms. Biehn for their presentation.

VIII. NEW BUSINESS

Commissioner Brown asked that a meeting be scheduled for the College Ad Hoc Committee to review the results of the survey, make recommendations and come to a closure. A meeting was set for Thursday, February 21, 1991 at 7:00 p.m. (Notices will be sent to all committee members.)

IX. PUBLIC COMMENT

Mr. Pitcher distributed an article in the Examiner written by Commissioner Madison praising Mayor Agnos and



Congresswoman Pelosi for their support of the civilian development of the Hunters Point Shipyard.

Commissioner Jackson-Sims announced that the S.F. Neighborhood Organization will be meeting in the SECF Community Room on Tuesday, February 19th, at 7:00 p.m. There will be a Vigil Candlelight March on Friday, February 22nd, from 3rd and Carroll to 3rd and Revere. The theme of the march is from Bayview-Hunters Point to the Persian Gulf (commemorating Black History Month and Blacks in the Persian Gulf).

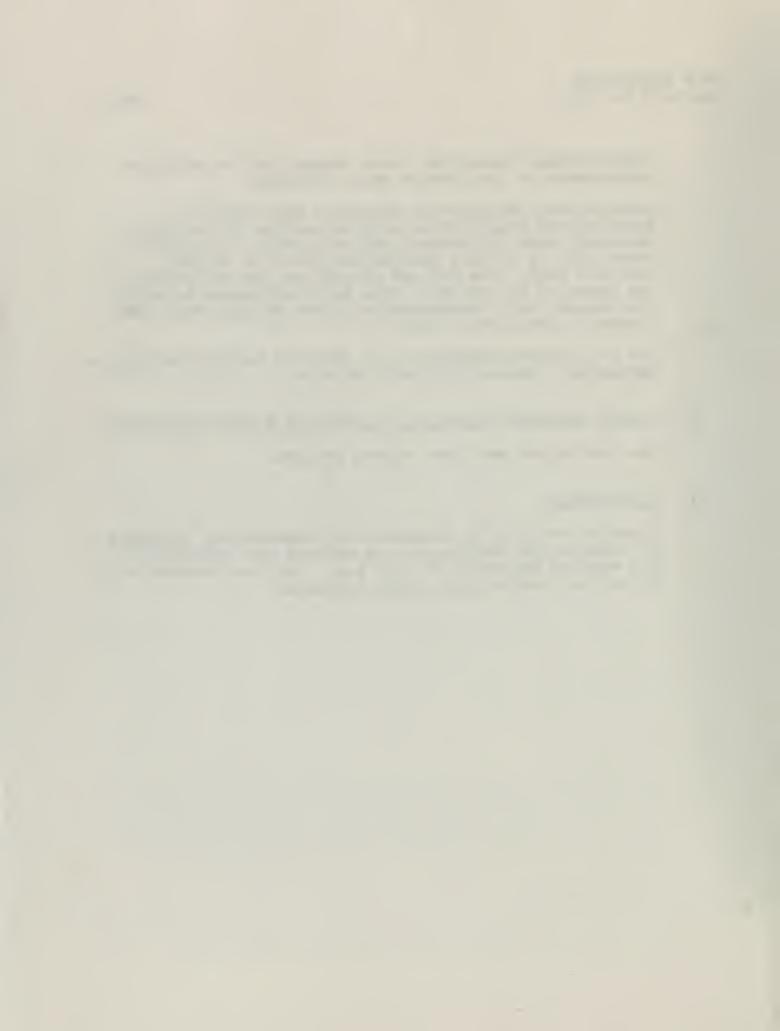
The New Bayview Committee will have its regular meeting on Wednesday, February 20th at 6:00 p.m.

X. CLOSED SESSION-DISCUSSION OF EXECUTIVE DIRECTOR POSITION

The Commission went into closed session.

XI. ADJOURNMENT

A motion was made by Commissioner Jackson-Sims, seconded by Commissioner Garlington and carried for adjournment. The meeting adjourned at 8:45 p.m. The next meeting will be held on <u>February 27, 1991, 6:00 p.m.</u>





ART AGNOS Mayor

Shirley Jones President

Sululagi Palega Vice President

Bobbrie Brown

Matt Ettinger

Ethel Garlington

Espanola Jackson

Scott Madison

CITY and COUNTY OF SAN FRANCISCO

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NOTICE OF MEETING

SOUTHEAST COMMUNITY FACILITY COMMISSION

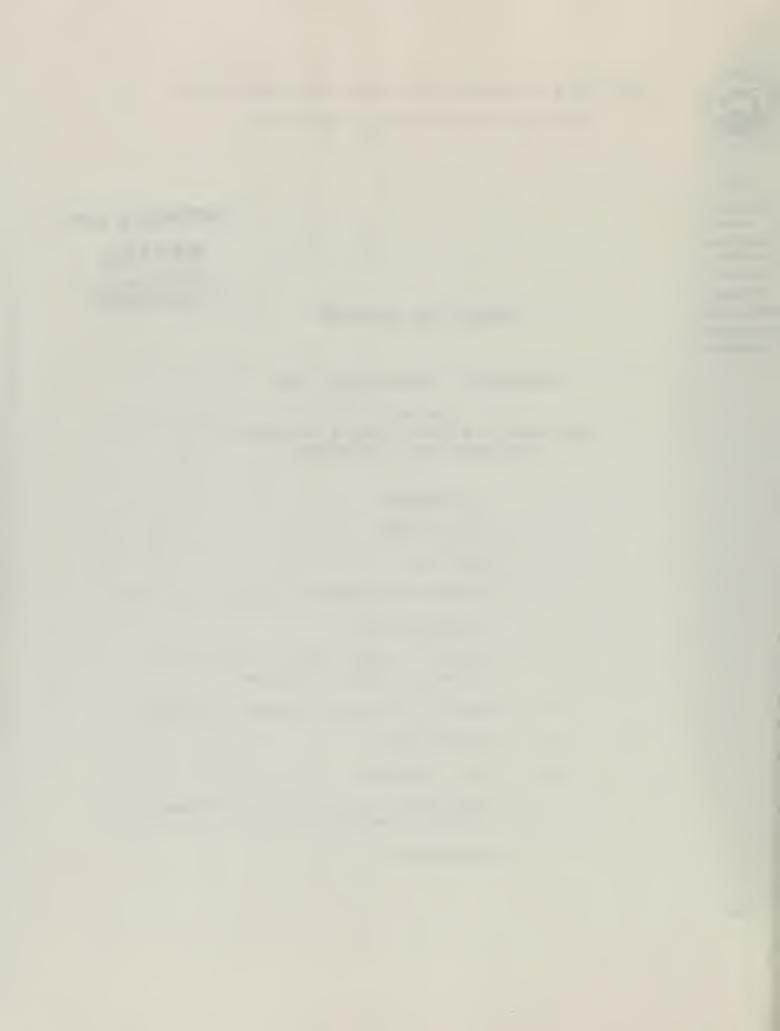
WEDNESDAY, FEBRUARY 27, 1991

6:00 P.M.

1800 Oakdale Avenue, Dining Room Area
San Francisco, California

AGENDA

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF MINUTES February 14, 1991
 - IV. COMMUNICATIONS
 - V. REPORT Todd Cockburn, Executive Director, CWP, or designee
- VI. REPORT Dr. Juanita Owens, SE Campus
- VII. NEW BUSINESS
- VIII. PUBLIC COMMENT
 - IX. CLOSED SESSION --Discussion of Executive Director position
 - X. ADJOURNMENT





SOUTHEAST COMMUNITY FACILITY COMMISSION CITY and COUNTY OF SAN FRANCISCO

ART AGNOS Mayor

Shirley Jones President

Sululagi Palega Vice President

Bobbrie Brown

Matt Ettinger

Ethel Garlington

Espanola Jackson

Scott Madison

MINUTES WEDNESDAY, FEBRUARY 27, 1991 6:00 P.M. 1800 Oakdale Avenue San Francisco, California

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I. CALL TO ORDER

The regular session of the Southeast Community Facility Commission was called to order by Commissioner Jones, President, on this date, commencing at 6:25 p.m.

II. ROLL CALL

Commissioners

Commissioner Bobbrie Brown Present:

Commissioner Matt Ettinger Commissioner Ethel Garlington

Commissioner Espanola Jackson-Sims Commissioner Shirley Jones Commissioner Scott Madison

Commissioner Sululagi Palega Excused:

Others Present: John Rathsam, Department of Real Estate; Alex Pitcher, Public Affairs Manager, CWP; Laroy McDonald, Business Development, Inc.; Rufus Davis, BVHP Crime Abatement Committee; Rose Mary Johnson, Counselor, CCSF Southeast Campus; Harold Brooks, Advisory Member, Senior Escort Program; Ella Stoneham-Brown, Staff Person, CWP; and Liz Palega CCSF/SECF Commission.

III. APPROVAL OF MINUTES

Motion: Commissioner Jackson-Sims moved for the adoption of the February 14, 1991 minutes with necessary amendments.



Discussion: Due to the lateness of receipt of the minutes, Commissioner Ettinger requested time to peruse them.

Commissioner Madison felt that Commissioner Brown's remarks, as transcribed, did not reflect adequate emphasis. It should have indicated that "The College Ad Hoc Committee had been somewhat overruled by subsequent actions of the college administration." Commissioner Brown stated that it was not possible to convey her agitation in the minutes, however, she did appreciate Commissioner Madison's observation.

After no further discussion, the minutes of February 14th were adopted by a unanimous voice vote.

IV. COMMUNICATIONS

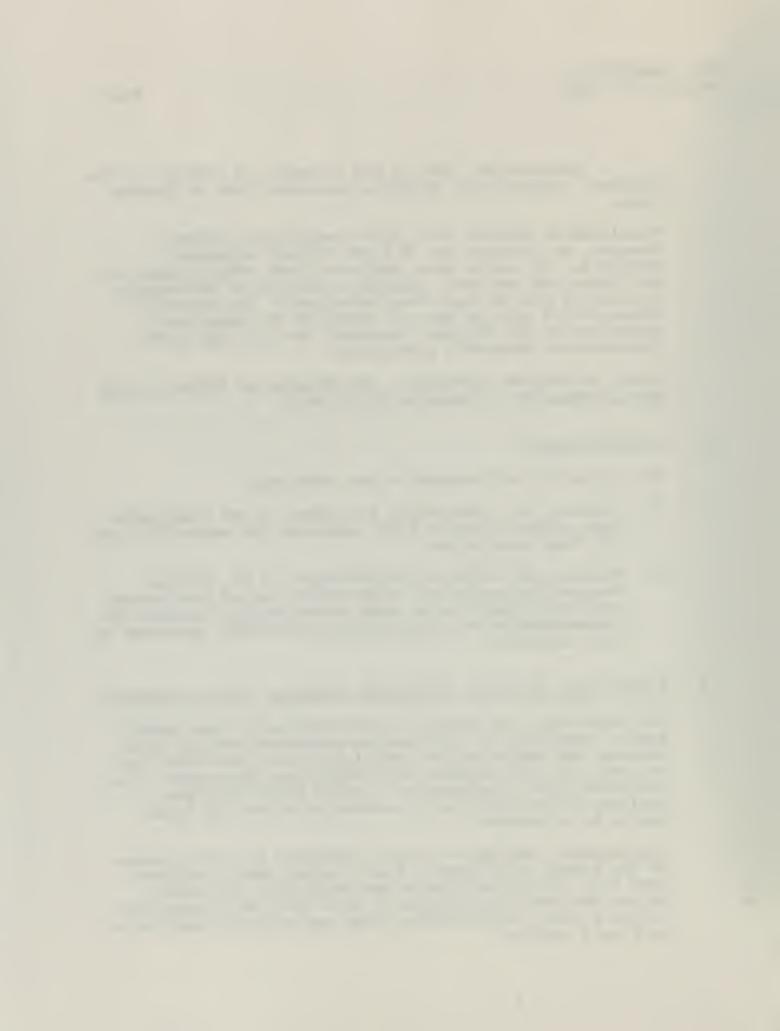
The following correspondence was submitted:

- a) February 15, 1991-Letter addressed to the Commission from Senator Quentin Kopp regarding the expenditure of the Kopp legislation.
- b) February 26, 1991-Letter addressed to Dr. William Marquis requesting his presence at one of the regular Commission meetings to work cooperatively towards the implementation of high quality educational programs at this facility.

V. REPORT-TODD COCKBURN, EXECUTIVE DIRECTOR, CWP OR DESIGNEE

The secretary read aloud the correspondence from Senator Kopp. Commissioner Jackson-Sims expressed concern that someone had spoken to the legislator using the term "so-called" culinary program and a definition is needed. She suggested that a response be drafted clarifying the position of the Commission concerning where the funds should be allocated.

Commissioner Garlington called attention to the contents of the letter from Senator Kopp stating that a request came from Chancellor Dobelle to reallocate the funds. During the meeting of February 13th with the Chancellor, he had a clear understanding that the culinary program is very much desired.



Motion: Commissioner Ettinger moved and seconded by Commissioner Jackson-Sims to forward a letter to Senator Kopp requesting where his information was derived, what his understanding of the expenditures are, an updated version of the funds available, and why the request to reallocate the monies without consulting the community?

Discussion: Commissioner Madison called attention to Senator Kopp's letter dated February 15th and representatives of the Commission met with the Chancellor on February 13th. The Senator was referring to the minutes of January 23rd, so it is possible that his conversation with the Chancellor preceded the luncheon meeting with the representatives of this body. It was Commissioner Madison's observation that the letter of February 26th sent to Dr. Marquis reflects, somewhat, to the Senator's source of information from the community.

Commissioner Jones asked that the letter indicate the luncheon on February 13th with the Chancellor, representatives of this Commission and the Advisory Board. Also, request a meeting to relate the responses that were given by the college administration. Commissioner Jackson-Sims asked to include: "Any concerns pertaining to this facility should be directed to the President of this Commission for clarity."

After no further discussion, the above motion was carried by a unanimous voice vote.

Motion: Commissioner Brown moved and seconded by Commissioner Ettinger that a letter be sent to the Chancellor apprising him of receipt of Senator Kopp's letter and stating that some of the Commissioners were concerned with the direction he took with the Senator on behalf of this community. (Send copy of the Senator's letter.)

Discussion: Commissioner Madison noted that the meeting with the Chancellor took place two days before the Senator's letter and Senator Kopp was acting on information he received from the minutes of January 23rd. It seems likely that Senator Kopp met with the Chancellor prior to the Chancellor's meeting with representatives of this Commission.

It was Commissioner Madison's recollection from the discussion at the last Commission meeting that in the



course of the luncheon meeting with the Chancellor, members of this Commission clarified the position of the community in terms of the culinary program. It is possible that when Senator Kopp spoke to the Chancellor, the Chancellor was under the impression from persons speaking on behalf of this community that it would be an ideal concept to reallocate the funds.

Commissioner Madison felt that the tone of the letter should be based on the last information. If those who met with the Chancellor feel that he was sincere in stating that he was perhaps mistaken in recommending the culinary program was not the best program for this facility, then this should influence the way the Chancellor is addressed in the letter.

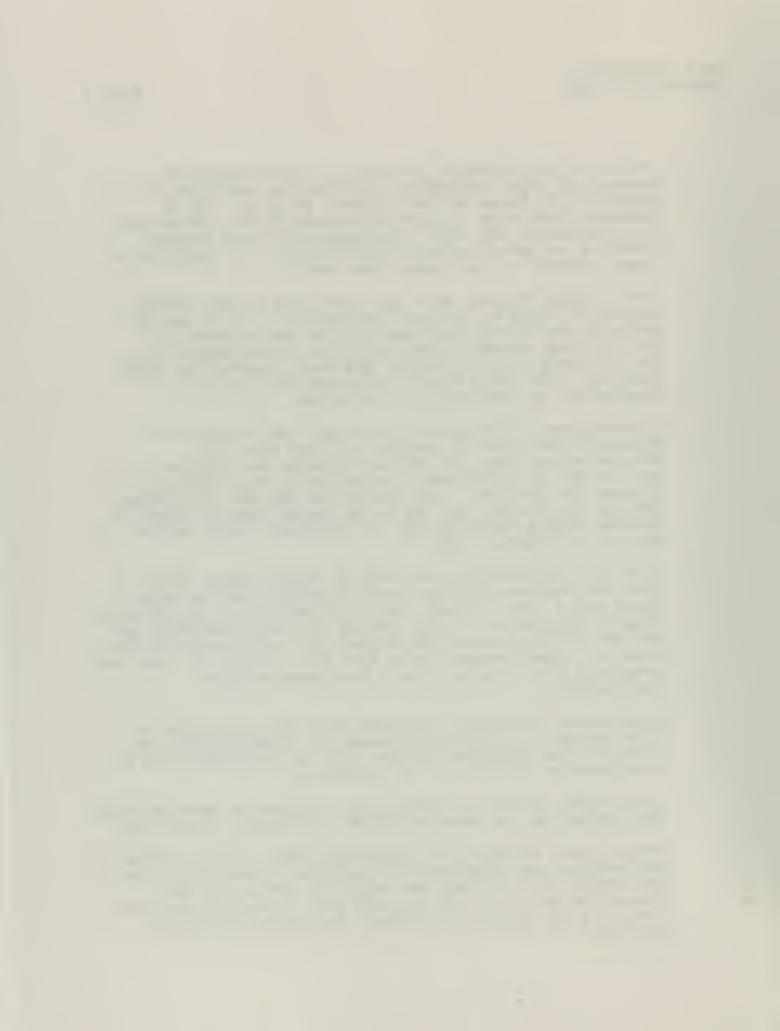
Commissioner Jones agreed that after the meeting on February 13th, the Chancellor was left with the understanding that the culinary program was desired. At no time was it mentioned to substitute the culinary program for another. The Chancellor had met with other persons in the City and it is not known when he spoke to Senator Kopp because during the meeting, there was no mention of Senator Kopp.

Point of clarification was made by Commissioner Brown in that Commissioner Madison was suggesting that perhaps there was a time lag and that the Chancellor had spoken to Senator Kopp prior to the meeting with the Commissioners and had not had ample time to get the information to the Senator. Commissioner Brown felt that he had two days and something this crucial should have been related immediately.

Commissioner Ettinger concluded that the forwarding of this letter will give the Chancellor an opportunity to clarify this situation and the tone of the letter can be structured so that it is not offensive.

Commissioner Jones announced that a tentative meeting with the Chancellor has been scheduled for Monday, March 4th.

Commissioner Ettinger was concerned about the structure of the meeting and suggested that perhaps it would be more advantageous to forward the Senator's letter to the Chancellor prior to meeting with him. Commissioner Jones disagreed and wanted to present the letter during the meeting.



Commissioner Brown was not aware that a second meeting had been set and, therefore, withdrew her motion.

Commissioner Jones said that the agenda is to discuss the scheduling of some of the proposed classes for next semester and the status of the culinary program. As mentioned previously, the Chancellor was to meet with the full Commission at a regular meeting of the Commission in March to discuss his findings of the course offerings.

Commissioner Brown was quite disturbed that the Ad Hoc Committee will be excluded again from the discussion of classes. The committee members keep falling further behind and they lose the ability to deal with what the issues are if they are not actively involved.

Commissioner Jones intends to inform the Chancellor that there is a committee comprising of community residents, Commissioners and advisory board members who should review the course offerings before any final decisions are made.

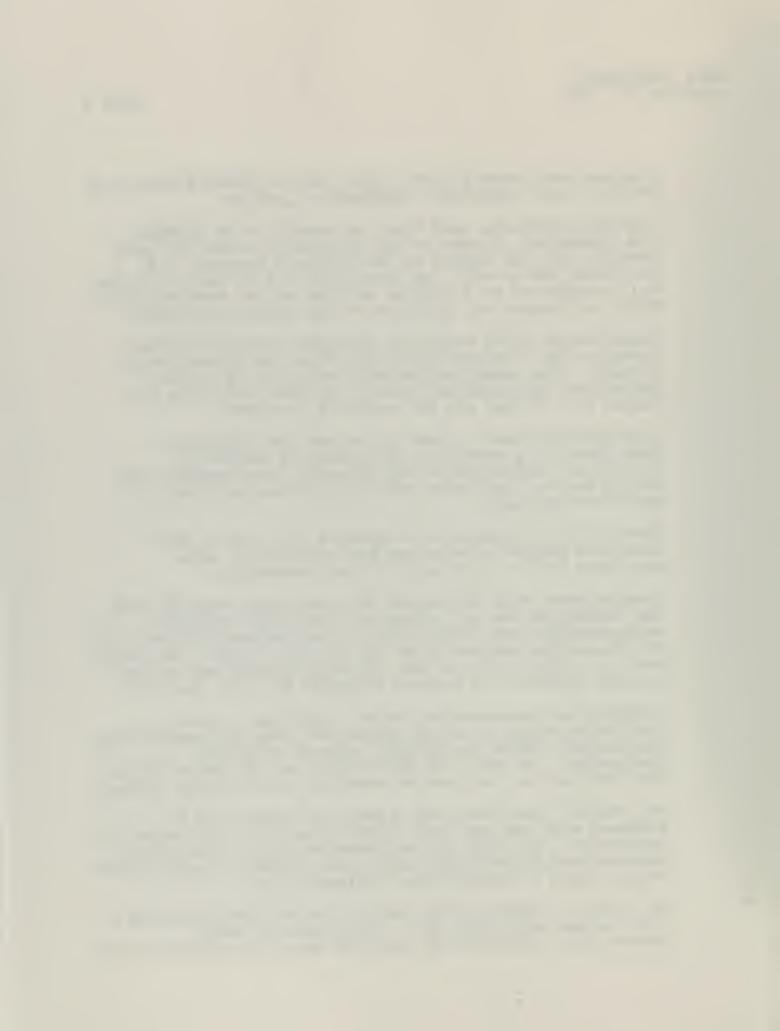
Commissioner Jackson-Sims suggested that the Ad Hoc Committee Report to be given that evening be made available for the meeting with the Chancellor.

Commissioner Jones explained that the first meeting with the Chancellor was an introduction meeting—with the understanding that there would be two representatives from the Commission and two from the advisory board. The main topic of discussion was the culinary program and it was not the intention to propose programs for this facility.

Commissioner Jackson-Sims called attention to the invitation extended to the Chancellor when he received his appointment (three months ago) to meet with the Commission. To date, the Chancellor has not met with the full Commission, but has had meetings with various groups.

Mr. Pitcher concluded that a position paper will be prepared with the approval of the Commission outlining the Commission's position to be presented to the Chancellor. Commissioner Jackson-Sims asked that copies be sent to the Mayor, Board of Supervisors and Legislators.

Mr. Pitcher reported that there is water damage causing a leak in the main lobby (near the reception area). Commissioner Jackson-Sims inquired about the status of the



signs. Mr. Pitcher replied that a report will be given at the next regular meeting of the Commission.

VII. REPORT-JUANITA OWENS, SOUTHEAST CAMPUS

Due to a prior commitment, Dr. Owens was unable to attend the meeting. She will give a detailed report at the next regular meeting of the Commission.

VIII. REPORT-COMMISSIONER BROWN, COLLEGE AD HOC COMMITTEE

Commissioner Brown reported that the committee met on February 21st. There were only six members present: Commissioners Jackson-Sims and Brown, Ms. McDaniel, Dr. Owens and Mr. Pitcher. The meeting was brief, even after a delay of 35 minutes--awaiting for more members to show.

The results of the survey were available and they did proceed with the recommendations because of the timeline that had to be met. (A communication will be sent to all absentee members to that affect.)

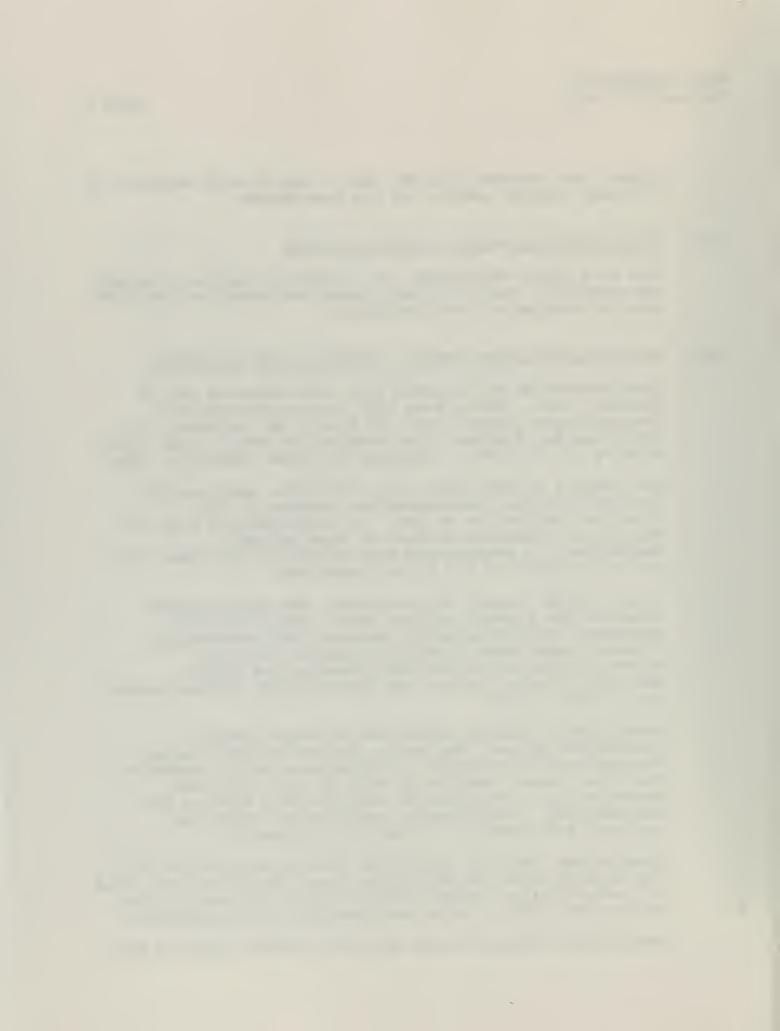
Tentatively, a meeting has been scheduled for March 11th for the closure of the Ad Hoc Committee.

In Dr. Owens' report of the survey, the courses that received the highest request were: computers for beginners, word processing, bookkeeping, accounting, fitness, basic math, reading, grammar, spelling, vocabulary and electronic/business machine repair. Basically, these classes are already being offered except the fitness course.

Commissioner Ettinger asked how were the classes recommended through the survey related to the classes currently being proposed? Commissioner Brown responded that the classes are pretty much on line, with the exception of an emphasis on Afro-American History and Anthropology. The fitness, health care, drugs and society, and theater arts are being picked up.

Commissioner Ettinger felt that also in preparation for the meeting with the Chancellor, there has to be some kind of reconciliation between what is being proposed by the college and what is being recommended by the committee.

Commissioner Brown replied that the classes that had the



highest response are already in the curriculum and basically, there is no disagreement with the proposed offerings.

Commissioner Brown called attention to the greater number of offerings are prep courses. There is an entirely new program on Black History, Black Anthropology, Afro-American Politics and Black Theater that were not listed; however, the courses being proposed are an improvement.

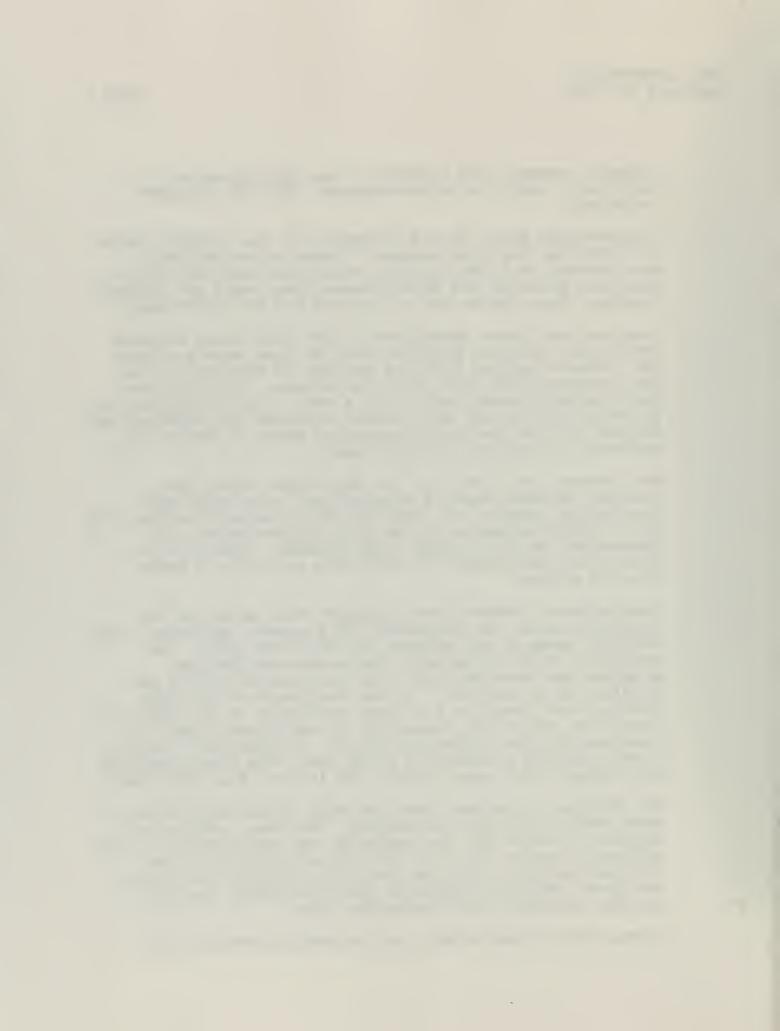
Commissioner Jones questioned if the additional classes would mean that the college would be open more evenings. Ms. Johnson replied that the college is currently open four evenings per week and on Saturdays. City College has evening classes here twice a week. The classes being proposed for the day and evening sessions are credited and do not require prerequisites—which makes it easier for students to qualify for enrollment.

Ms. Johnson asked that if the Chancellor wants the culinary program here to be credited, then would the Commission consider the possibility of using this facility as an addendum campus to the City College Hotel and Restaurant Program (feeder-type system). There is no reason why the program at this site has to be a newly created program.

Commissioner Jackson-Sims explained that prior to the construction of the Southeast and Downtown Campuses, a new culinary program was planned for this facility. The residents of this community are concerned that the programs designed for this area are removed before the funding can be secured. It was mentioned at the last meeting that there is a kitchen available in the EPMC and locations within the community, if additional space is required for the culinary program. Commissioner Jackson-Sims expressed a desire to bring back into this community the designs that were planned for it over the past years.

Mr. Pitcher reiterated that the Kopp monies have already been secured for the furnishings. However, additional monies is needed for the operation and maintenance of the culinary program, which is the responsibility of the college district. At the time this facility was being designed, experts (engineers and architects) from the college district worked with the City.

Commissioner Jones added that Chancellor Dobelle was



informed that the community had solicited help from various City agencies in the designing of this building. Mr. Brooks concurred that during the planning stages, the college district was totally involved.

Motion: Commissioner Jackson-Sims moved to accept Commissioner Brown's report, seconded by Commissioner Garlington and carried by a unanimous voice vote.

IX. <u>NEW BUSINESS</u>

No new business to report.

X. PUBLIC COMMENT

Mr. McDonald reported that in the City of San Francisco, there are 10% Blacks on the declining scale of the census. The overall declining census with the Bayview Hunters Point area is devastating. This is one of the main reasons why many programs are not brought into this community.

Commissioner Ettinger announced that there was an article in the newspaper defining Bayview Hunters Point as the core of the Black community. He asked what could the Commission do to respond to some of the issues/findings that derive from the census--which support the declining Black population? Mr. Pitcher suggested holding public hearings and invite experts in the field to give testimony.

Mr. McDonald suggested establishing a development team within the community to work with the Redevelopment Agency in dealing with the merchants who currently have businesses in the area--encouraging the minority businesses to retain their properties. Hopefully, Redevelopment will complete their survey and build up Third Street as planned.

Commissioner Garlington stated that most of the merchants do not own properties on Third Street and the City Planning Department is trying to locate absentee owners of run-down buildings.

Commissioner Ettinger indicated that there is a Redevelopment Agency plan for South Bayshore and there is a South Bayshore plan being developed by City Planning--



which has been delayed for some time. Mr. Pitcher noted that the New Bayview Committee is a viable source for setting up forums to address such issues.

Mr. Pitcher was very much concerned about the \$5 million that was allocated to this community from HUD, through the Redevelopment Agency that has not been expended. Commissioner Jackson-Sims clarified that \$2 million was allocated to the Western Addition and \$3 million plus was for Bayview Hunters Point. An establishment of a board was attempted to include both communities; however, some of the residents felt that separate boards from each community be formed to deal with their own expenditure of funds.

It was Commissioner Madison's understanding that the monies have not been released because legally, the Redevelopment Agency is very limited on the expenditure of those funds without permission from the Board of Supervisors to create a project area in which to spend the money. Without having established a project area, some of the monies can be spent on housing and a few other items. For the most part, in terms of economic development programs that the money is intended for, they are not able to spend the money until the Board of Supervisors, at the request of the community, pass a motion declaring a specific portion of property. Redevelopment Agency has not been able to get a consensus from the community as to whether or not they want to have a project area. Obviously, the community has some serious reservations about having the Redevelopment Agency come into the area.

Mr. Pitcher explained that this issue has been occurring over two years since the allocation of the \$5 million. There is sufficient staff and monies through the Redevelopment Agency to hold community meetings and organize this situation. Half of Hunters Point is a redevelopment area.

Commissioner Brown distributed the statistics received from Senator Cranston's Office on "Desert Storm" (breakdown of military personnel by ethnic groups).

Commissioner Brown reported that the S.F. Unified School District has a \$29 million budget issue and Balboa High School might have to close, which would affect a lot of residents in this community. There will probably be an active campaign of employees who will be soliciting



support in trying to keep the school open to secure their jobs.

Commissioner Jones announced that Young Community Developers is having a fundraiser for the youth on Friday, March 22, 1991, 6:30 p.m. at the Delancey Street Foundation on Embarcadero. Applications are available at YCD for 11-15 year olds to receive plaques. Deadline for submission of applications is March 8, 1991.

XI. CLOSED SESSION-DISCUSSION OF EXECUTIVE DIRECTOR POSITION

The Commissioners agreed to postpone the closed session until the next regular meeting of the Commission.

XII. ADJOURNMENT

There being no further business to come before the Commission at this time, motion was made by Commissioner Jackson-Sims, seconded by Commissioner Brown and carried for adjournment. The meeting adjourned at 8:00 p.m. The next regular meeting will be held on Thursday, March 14, 1991 at 6:00 p.m.





ART AGNOS Mayor

Shirley Jones President

Sululagi Palega Vice President

Bobbrie Brown

Matt Ettinger

Ethel Garlington

Espanola Jackson

Scott Madison

SOUTHEAST COMMUNITY FACILITY COMMISSION CITY and COUNTY OF SAN FRANCISCO

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NOTICE OF MEETING

THURSDAY, MARCH 14, 1991

6:00 P.M.

1800 Oakdale Avenue, Dining Room Area San Francisco, California

<u>AGENDA</u>

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF MINUTES February 27, 1991
 - IV. COMMUNICATIONS
 - V. REPORT Todd Cockburn, Executive Director, CWP, or designee
 - VI. ADDRESS TO THE COMMISSION Dr. William Marquis, Member, Board of Governors, S.F.C.C.D.
- VII. REPORT Dr. Juanita Owens, SE Campus
- VIII. DISCUSSION Jim Queen's request for office space
 - IX. NEW BUSINESS
 - X. PUBLIC COMMENT
 - XI. CLOSED SESSION --Discussion of Executive Director position
 - XII. ADJOURNMENT





ART AGNOS Mayor

Shirley Jones President

Sululagi Palega Vice President

Bobbrie Brown

Matt Ettinger

Ethel Garlington

Espanola Jackson

Scott Madison

SOUTHEAST COMMUNITY FACILITY COMMISSION CITY and COUNTY OF SAN FRANCISCO

M I N U T E S
THURSDAY, MARCH 14, 1991
6:00 P.M.
1800 Oakdale Avenue
San Francisco, California

I. CALL TO ORDER

The regular session of the Southeast Community Facility Commission was called to order by Commissioner Jones, President, on this date, commencing at 6:10 p.m.

II. ROLL CALL

Commissioners

Present: Commissioner Bobbrie Brown

Commissioner Ethel Garlington

Commissioner Espanola Jackson-Sims

Commissioner Shirley Jones Commissioner Scott Madison Commissioner Sululagi Palega

Excused: Commissioner Matt Ettinger

Others Present: John Rathsam, Department of Real Estate; Alex Pitcher, Public Affairs Manager, CWP; Rufus Davis, BVHP Crime Abatement Committee; Evan Dobelle, Chancellor, CCSF; Anita Martinez, Interim Vice Chancellor of Instruction, CCSF; Juanita Owens, Acting Director, CCSF Southeast Campus; Rose Mary Johnson, Counselor, CCSF Southeast Campus; Sam Murray, President, New Bayview Committee; Clydenia Austin, resident; Ella Stoneham-Brown, Staff Person, CWP; and Liz Palega, CCSF/SECF Commission.

III. APPROVAL OF MINUTES

A motion was made by Commissioner Garlington, seconded by Commissioner Palega and carried to adopt the minutes of February 27, 1991 with necessary corrections.



IV. COMMUNICATIONS

No communications were submitted.

V. REPORT-TODD COCKBURN, EXECUTIVE DIRECTOR, CWP OR DESIGNEE

Commissioner Ettinger asked to be excused from the meeting.

ACTION: A motion was made by Commissioner Madison, seconded by Commissioner Garlington and carried to excuse Commissioner Ettinger from the meeting.

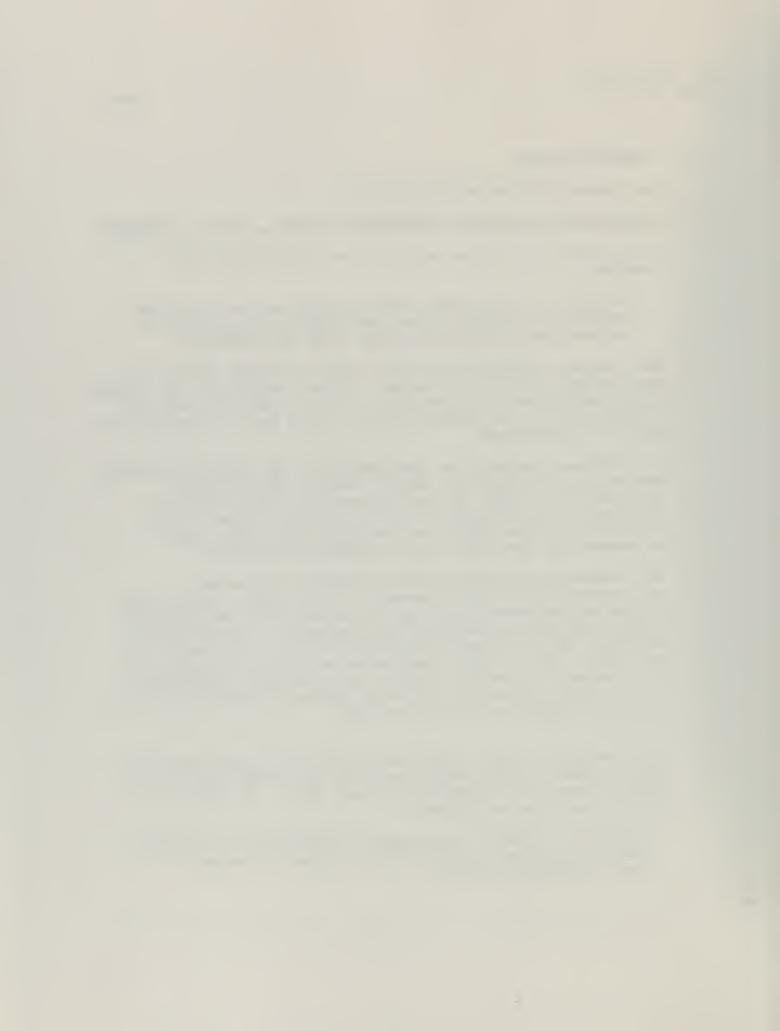
Mr. Pitcher reported that the location signs should be completed in about two weeks. After completion, Mr. Mamak and Commissioner Jackson-Sims will review the locations designated by the Commission to assure that the signs are properly installed.

Mr. Rathsam reported on the rental of the three satellite childcare sites and the EPMC. Due to the 20-year agreement with HUD, no rents other than \$1.00 can be charged to the childcare centers prior to 1994. The childcare at the EPMC does not fall under the same agreement as the other three satellite centers.

Mr. Rathsam has been asked to provide leases and ordinances for all the tenants at the EPMC. Two of the operating agreements are up for renewal and Mr. Rathsam requested assistance from the Commission in determining what the future leases should be for the four tenants at the EPMC. The current contracts are M.O.U. between the tenants and the Mayor's Office of Community Development. Mr. Pitcher suggested that this matter be referred to the Facility Committee for discussion.

Commissioner Palega recalled that at the last discussion of the EPMC, it was requested that Ms. Reid furnish the audit report conducted in October, 1990. To date, no report has been submitted.

ACTION: A motion was made by Commissioner Jackson-Sims, seconded by Commissioner Brown to accept Mr. Pitcher's report.



VII. ADDRESS TO THE COMMISSION-DR. WILLIAM MARQUIS, MEMBER, BOARD OF GOVERNORS, SFCCD

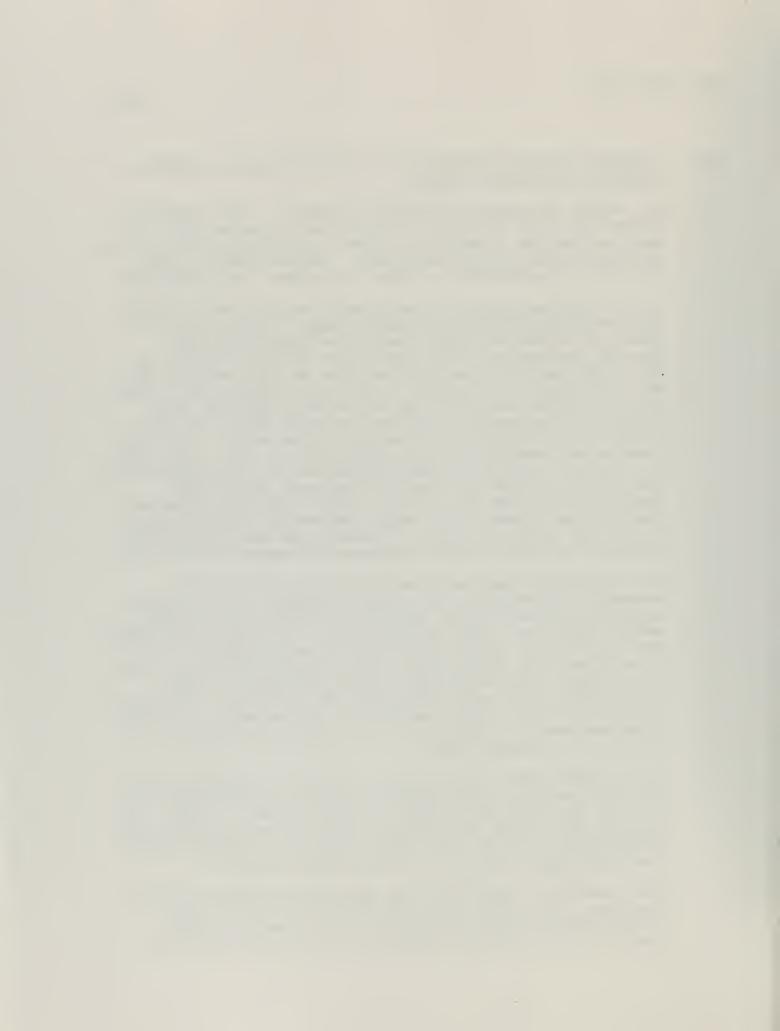
Dr. Owens introduced Chancellor Dobelle. The Chancellor appreciated the invitation to attend a Commission meeting and was prepared to give an update of some of the decisions that the college made. He was aware of the District's commitment to this institution and community.

Since the Chancellor's appointment, he has been working with existing problems at the college. There is an enormous amount of talent among the administrators, faculty and support staff that have not run correctly. For some reason things did not flow as they should, but are starting to do better. Like most institutions there are not enough monies to do all that is needed. Chancellor is dealing with the in-house structure and budget before approaching outside legislators. They are looking at reorganizing the institution. There are over 220 faculty, staff and administrators who are involved in the reorganization process and business in general. Hopefully, by the 1st of July, they would have resolved the problem financially, organizationally and will have lifted the morale. This will stem from decisions being made now on how to better address the needs of the City.

The Chancellor was concerned about all parts of the community (geography and specific groups). It is known through statistics that there are severe difficulties among Latino and Black communities, not only in the SFUSD, but also at the credit division at Phelan Avenue. It is also known that the college district has historically run, even though they are paying almost \$150,000, a simiproductive, non-credit operation at this site. They have listened to the various members of the community and the luncheon meeting with some of the Commissioners will be taken into consideration.

It is hoped that the Commissioners will be pleased with what Ms. Martinez will present, which is what they hope will be the immediate needs of the Southeast Campus. It is also hoped that the district will be working with the Commission, Advisory Board and others to determine what the long-range future of this facility will be.

The Chancellor clarified that the seven centers are now campuses, e.g. CCSF Southeast Campus. The college is prepared to make the kinds of commitment to offer credit and non-credit programs for the development of



young people, those returning to school, and dealing with liaisons. Also, for the district to respectful the entire history of this facility—the ability to understand how this facility came about and the uniqueness of the charge of this campus.

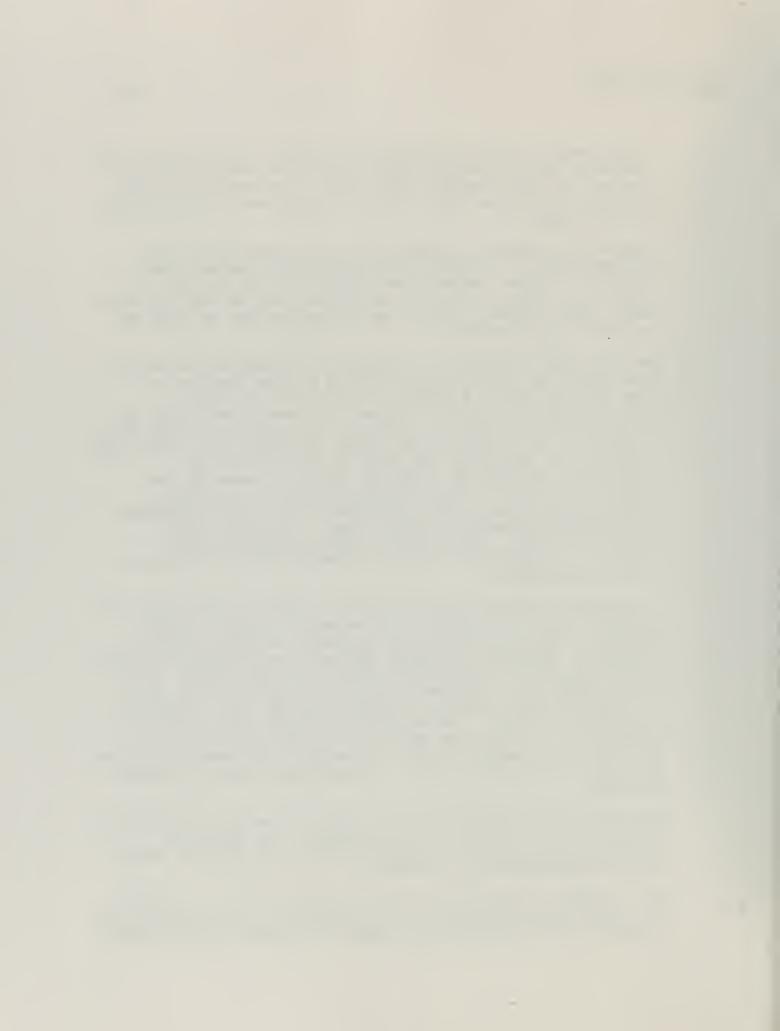
Chancellor Dobelle introduced Ms. Anita Martinez who presented ways in which the college can approach the culinary program, as well as credit and non-credit offerings. The Chancellor apologized for having to leave early that evening, but he was being honored by EOPS at Booker T. Washington.

Ms. Martinez reported that they are proceeding along the same lines as previously presented to the Commission. They are reviewing a number of different courses, specifically the credit courses that were identified for Fall of 1991 (English 5A, library orientation and guidance classes). It is hoped that these offerings can assist the students in obtaining the study skills and basic competency in English needed to approach some of the academic classes. Other classes include: aerobics, instructional assisting (orientation in early childhood development/parenting) and science. Evening credit classes include: English 1B (reading composition), English 5A, English 37 (Black literature), and instructional assisting.

In addition to the credit classes, they are reviewing the possibility of offering a 2+2 concept for the culinary program. The 2+2 program is designed for high school students. Medical assisting and unit coordinator programs (ward clerk) are being proposed for allied health. The unit coordinator program is relatively short-term, has a high employment market and pays fairly well (\$22,000-\$26,000 per year). The computer studies will continue to develop and a full-time position has been identified to augment the program. Also, a position has been identified for the library and the job announcement will be posted shortly.

The day credit offerings will start off small and build up gradually, so they can be successful. Ms. Martinez requested support from the Commission and Advisory Board in the recruitment of students.

Dr. Marquis was honored to be at the meeting. He wanted to share his thoughts of the direction of the college with regards to the educational needs of Bayview Hunters Point.



His general concern was the provision of quality educational programs and services to all San Franciscans, especially those who have been traditionally non-served or underserved by this institution. This institution has not historically been as responsive to the needs as it should have been. In terms of this facility, he expressed special concern in the provision of quality programs and courses in the areas of vocational education, transfer education and other courses for the residents; especially concerned in the availability of a quality culinary arts program, allied health sciences, computer technology, etc.

Dr. Marquis believed that the same concerns are shared by the Commission as reflected in the minutes, the 1982 Southeast Facility Plan Addendum Report, the 1987 S.F. Administrative Code Chapter 54, the public testimony of the students on June 6, 1990, as well as his meetings with Deputy Mayor Claude Everhart, Honorable Jim Jefferson, Mr. Pitcher and others who had a role in the conceptualization and construction of this facility.

Dr. Marquis' special interest, concerns and challenges were:

- a) Based on the data that the district collected, dated back to 1988, of the 3,000 students who attended the Southeast Campus, only 300 (10%) were from BVHP.
- b) The educational programs being offered are dead-end and lead no where.
- c) The programs provided at all the campuses should lead to a degree, a certificate, diploma, or something that would enhance the quality of life for all people--and that includes the residents of BVHP.
- d) The ethnic racial diversity of the faculty and administration.
- e) The creation of a long-term educational master plan as a cornerstone.
- f) The availability to entrepreneurial (business) opportunities for minorities and women through City College.
- g) The on-going relationship between the Advisory Board, which informs this Commission and the Governing Board of the educational needs of this community.



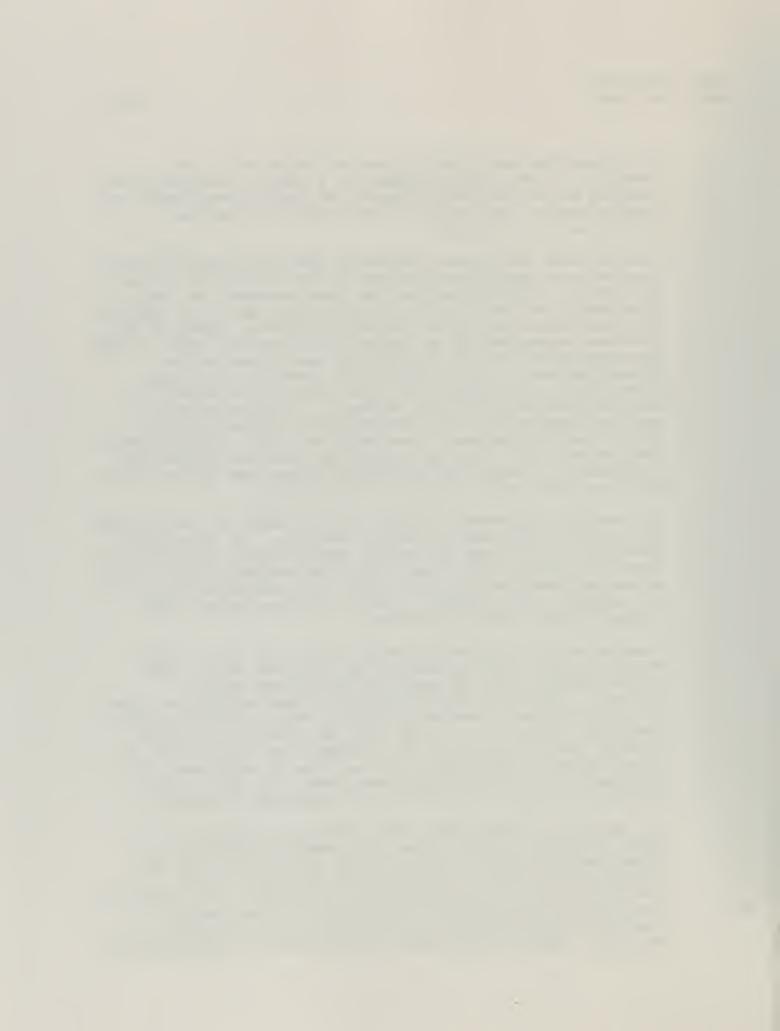
The Governing Board and college administration are committed to the establishment of a quality culinary arts program at the Southeast Campus; and making sure that in a timely manner, the necessary equipment and capital resources are available.

Commissioner Garlington specified that the Commission nor the Advisory Board are involved in the hiring of college personnel. The Kopp monies has been secured for the equipment, but it is up to the Governing Board to approve the implementation of the culinary program. Some of the concerns expressed by Dr. Marquis are not the fault of the Commission or Advisory Board--the fault lies on the Governing Board. It is hoped that everyone will gain knowledge of the history of this facility, so that the correct information is circulated. The Commission is working very hard to get the culinary program and full allied health component into this facility. Commissioner Garlington asked that the Governing Board work with the Commission in acquiring quality programs and perhaps more BVHP residents will enroll in the classes.

Dr. Marquis responded that he is well aware of the history of this facility and the BVHP community. It is evident that there is a need for better communication between the Governing Board, this Commission and Advisory Board. The Governing Board and college staff are committed to having an improved relationship, better dialogue between the community and this institution.

Commissioner Brown was concerned about the 10% of BVHP residents who participated in the programs here. She questioned the type of outreach being done by the college. Since the establishment of the Commission, they have made efforts towards providing more services at this facility, however, it seems that the blame is directed towards the Commission. It is hoped that this is not the intent because the Commission has been in existence for two years and no effort has been made from the college district to come here and try to establish a liaison.

Dr. Marquis believed that since Chancellor Dobelle has been in office, he has made a concerted effort in directing his staff to get a sense of the needs of the community--relative to educational programs. It is a challenge for the Governing Board, Commission and Advisory Board to work together--to interact with the social institutions and churches in conveying the educational programs, opportunities that could lead to transferring to



4-year colleges, 1-2 year certificates and diplomas of a variety of occupational areas (basic skills or upgrading, etc.)--but it has to be a joint effort.

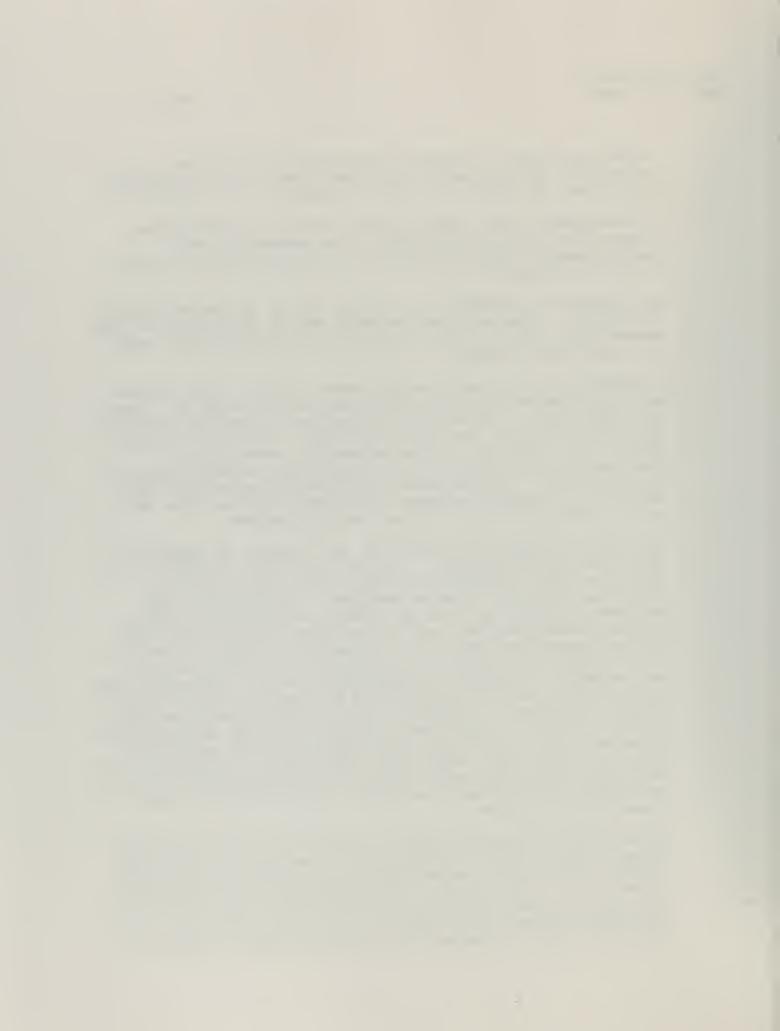
Commissioner Brown indicated that the Ad Hoc Committee (comprising of volunteers from the community) was established by this Commission and participated in that type of interaction.

Dr. Marquis recognized this joint effort and hoped that it continues. This will be the only way to identify what the educational needs of the community are and the best ways to serve those needs.

Commissioner Jackson-Sims expressed concern that members of this Commission have taken time to work with Dr. Owens and residents in obtaining information of desired programs for this facility, but the classes are not being offered. There is an interest in the community, however, the desired offerings are not here and many residents have to go elsewhere. Commissioner Jackson-Sims questioned why many of the quality programs have been removed from this area, particularly the allied health courses.

Chancellor Dobelle replied that the college is trying to deal with this situation. 95% of the Black students from this area who attend City College for credit, do not graduate. This is a major problem. He plans for the college district to move as quickly as possible towards placing resources here and to consider prioritizing BVHP in the budget process. It is hoped that after 2-3 months of research, the college will be able to report back on all aspects (budgetary, programmatic, etc.) regarding what is suitable and feasible for the Southeast Campus--whether it be a culinary 2+2 program--taking 16-17 year olds into this facility, giving them a 2-year Associate degree after 4 years (2 years of high school starting here and transferring to the main campus for completion), bringing in an advisory from hotel and restaurant to make sure that there are positions available to employ those students. commitment is there.

Three of the campuses offer only ESL, which has no credit or real substance. Changes have to be made all over and credit classes have to be brought to those other campuses also--which will be done. The Chancellor expressed the importance of moving forward and not dwelling on the past. The Commissioners are respected for their part in assisting with the survey and guidance that was given in



achieving the results. A larger study needs to be conducted with a broader scope of events occurring within the community, e.g. retraining at the shipyard. There is a lot of things that need to be accomplished in this area. The guidance will come from the Governing Board who sets the policy and it is the Chancellor's job to carry it out, which he will.

Mr. Murray stated that the past is important because part of the original agreement was that money would be set aside for the culinary program. He questioned when the money will be spent for equipment. The culinary program is very much desired at this facility and the community should have input about the types of programs they want. From the standpoint of marketing, there are some other things that have to be addressed, such as networking with unions and businesses. Mr. Murray commended Dr. Owens on the great job she has been doing.

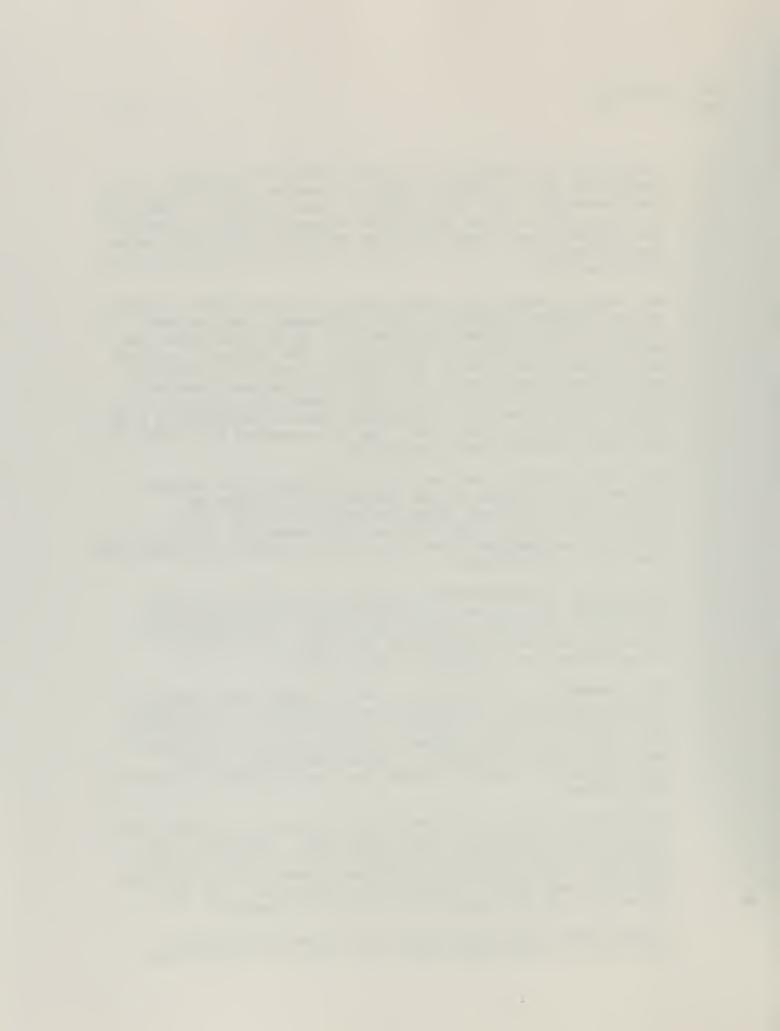
Mr. Murray further stated that Dr. Marquis has accomplished great things in the community and needs to refamiliarize himself with the status of this area. Studies have been conducted and the community is tired of waiting for programs that get to the bargaining tables and are never implemented.

Mr. Murray suggested that Dr. Marquis attend the next Commission meeting with a report on dates that programs can start, the dollar amount available, and solutions. Also, the direction this site is going and working cooperatively to accomplish those goals.

With regards to outreach, Mr. Murray suggested creating educational fairs. In order to accomplish a successful fair, help from the community is required. The churches have been an asset, however, outreach needs to be done here with the involvement of this leadership. The Commission has already proven their willingness to work in this effort.

Chancellor Dobelle responded that Mr. Murray's advise will be taken to the council for a decision. However, the Chancellor's educational decision will be based on the students. He respects the culinary need, and it will be done in a way that is productive, measurable for job placement and less expendable for the taxpayers.

Commissioner Garlington questioned when the plumbing construction will take place? Dr. Owens believed that



possibly, the entire process (bids, purchase of equipment and installation) can be accomplished by September, Fall of 1991. (After further discussion, Dr. Marquis suggested that he report back on this matter at the next Commission meeting.)

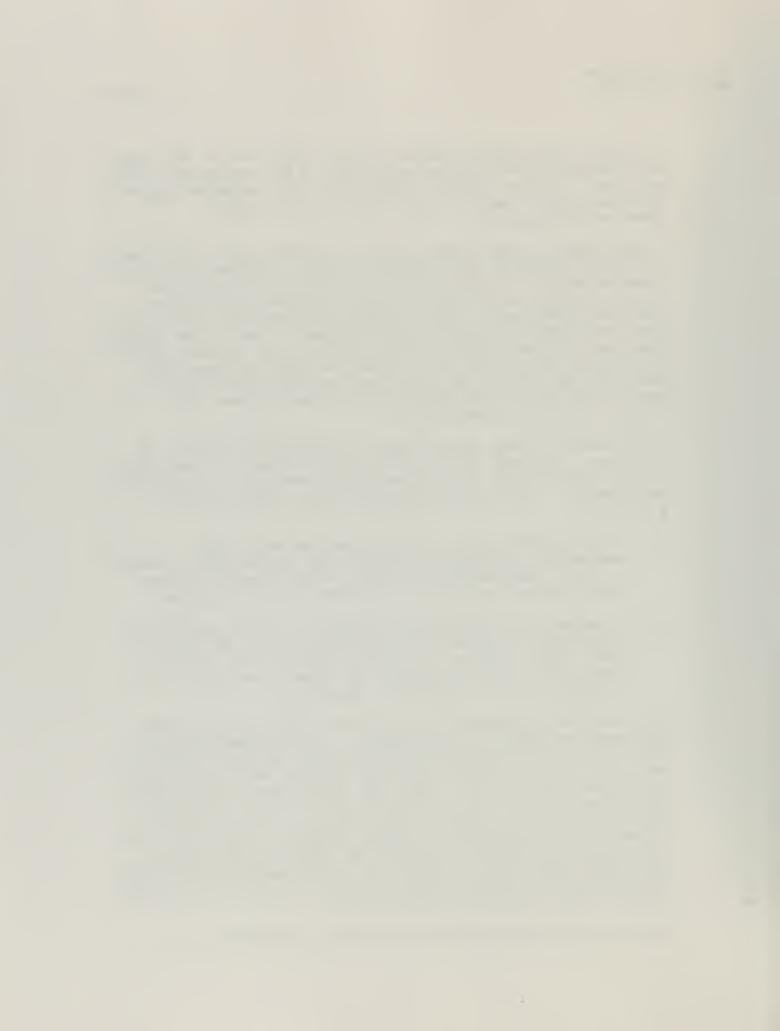
Commissioner Brown questioned that since there is already a culinary program established at City College, has any consideration has been given to rotating the students (making this a lab site) and applying credit for the courses taken here? Ms. Martinez replied that there are various ways to approach this program. One of the things they want to make sure is that there is an articulation between this program and the one at City College—the possibility that if students are enrolled in a rotation here, they could challenge some of the courses for credit (credit by petition).

Commissioner Brown asked that if a credited program is in place, then why can't the students benefit from that rather than having to challenge for credit or resorting to non-credit. Ms. Martinez replied that there are two problems:

- a) The main facility is a close-scale hotel and restaurant. The students have to go through a number of work stations and complete other credit classes. There are prerequisites attached to that program.
- b) In order to complete the program, it will have to be redesigned so that other components can be offered here. The program at the main campus has about 3-4 chef instructors, a number of other instructors and the size of the program is enormous.

Ms. Martinez explained the rotation cycle and the work stations entailed in the process. It is being proposed that this facility will offer one part of the rotation (a smaller version of what is being offered at City College) and later build on it. The chef instructor being hired for this facility will have to meet the same or higher qualifications as those at City College, so that when it is decided to make this a credit program, there will not be a problem of staff meeting the State requirements. Dr. Owens added that it was also discussed that students completing this program will be able to transfer to City College and move to the next level.

Mr. Murray asked whether or not those students



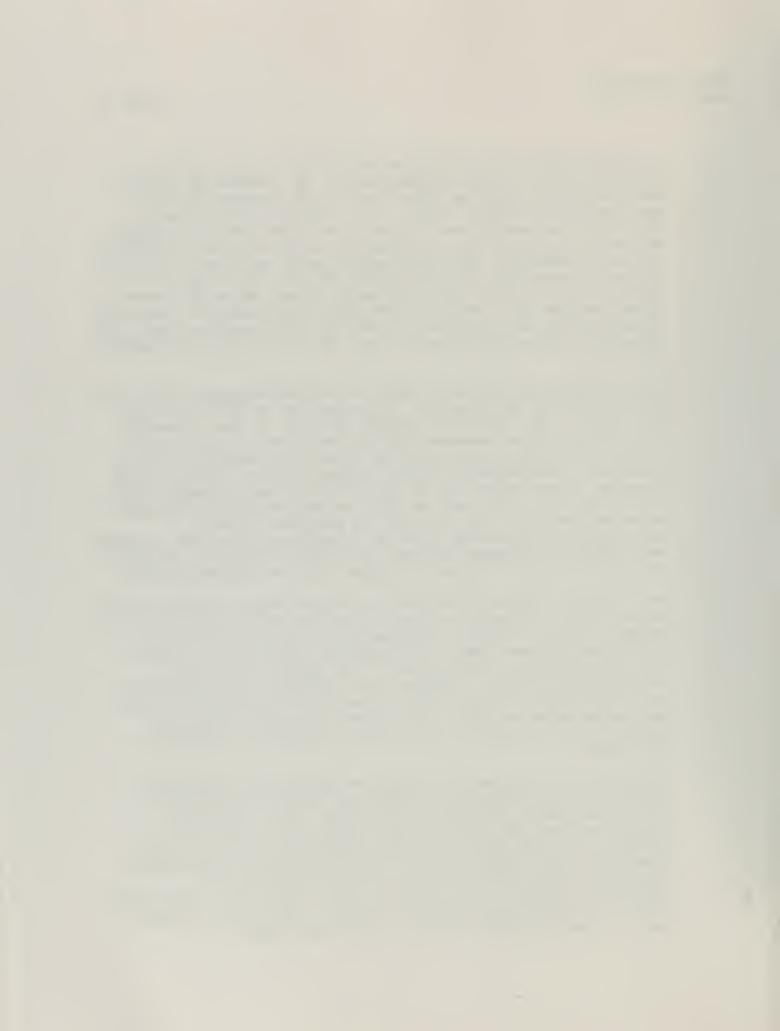
transferring to City College would be able to achieve credit for the courses taken here? Ms. Martinez replied that they can only petition for credit because if the program was straight credit, then everyone enrolled in that program would have to meet the standards for credit. Students in the hotel and restaurant program are required to have graduated from high school with at least a 2.0 or better average and must complete so many units per semester of college study in English and culinary courses. This program will not have the same requirements, but will gradually phase into that. The district does not want to create a full-scale program that is difficult for students to enroll.

Commissioner Brown noted that if the requirements here are too lax, then the students transferring to City College will fail. Ms. Martinez stated that it is the intention to work with the students who do not want a full-scale culinary program and those who choose to continue in the program. Commissioner Brown further stated that the 2.0 average is not high and if the students here cannot read or write, they will not be able to succeed in the program because they will not be able to pass the basics.

Ms. Martinez responded that the additional English classes and library guidance courses are being offered to prepare students for the culinary program and the academic part.

Ms. Johnson stated that there is a new State mandate which states that "Students cannot be denied entry into programs based on test scores". Students at this site with low entry levels have been encouraged to take basic academic subjects (English, Math, etc.) and then enter into a vocational program. However, the concept being proposed is that students could leave here when finished if he/she had experience without the academia and get a job, or he/she could transfer to the main campus and credit by petition.

Commissioner Garlington suggested using the commercial kitchen at the EPMC as an addition to this facility to offer the other rotation components. Ms. Martinez explained that the district's biggest problem is the budget. As reported previously, it will be \$2 million less this next fiscal year. The district has 240 sites throughout the City and it would be difficult to consider another rental agreement at this time. Dr. Owens added that the main focus is to get the program started here an later branch off to other locations.



Commissioner Jackson-Sims announced that two weeks ago, the project areas in Hunters Point, Sunnydale and Alemany established a program called "Tenant Management Council"; whereas, the tenants are trained as managers and other aspects of running a business. Ms. Jimmie Rhinehart of HUD had suggested in a meeting Monday night, the possibility of such training at this facility (2-3 year process). This type of training will consist of 13+ tenants from each project site and is needed within the next six weeks. (Dr. Marquis and Dr. Owens will explore this further and report back to the Commission.)

Commissioner Jones stated that the Commission received a letter from Senator Kopp which was of concern. She requested Dr. Marquis to review the letter for discussion at the next meeting. There was an issue of substituting the culinary program and reallocating the Kopp monies. (Mr. Pitcher will forward a copy of the letter to Dr. Marquis.)

There was further discussion of the proposed credit and non-credit offerings for the Fall semester. Ms. Martinez explained that the district is reviewing the overall curriculum. There is an advantage to offering non-credit courses, in that, the classes are open-entry/open-exit and there is no fee. There are some certificated non-credit programs that the students choose to enroll in because they are not concerned about credit. It is cheaper to offer non-credit classes. Also, there are a number of students who are unable to prove residency in California for one year and are subject to out-of-state tuition.

Dr. Marquis concluded that his agency, the S.F. Senators is in the neighborhood and formal communications is not necessary.

Commissioner Jones regretted that a formal invitation had to be sent to Dr. Marquis requesting his presence at the meeting. She acknowledged Dr. Marquis for his remarks and being a representative of this community on the Governing Board. It is hoped that the college district and Commission can establish a working relationship.

Commissioner Jones extended an open invitation to Dr. Marquis and appreciated his attendance at the meeting.

VII. REPORT-DR. JUANITA OWENS, SOUTHEAST CAMPUS

Dr. Owens requested that her report be withheld until the next meeting of the Commission.



VIII. DISCUSSION-JIM QUEEN'S REQUEST FOR OFFICE SPACE

Mr. Pitcher suggested that this matter be referred to the Facility Committee for review and discussion.

ACTION: A motion was made by Commissioner Madison, seconded by Commissioner Brown and carried to refer Mr. Queen's request to the Facility Committee.

IX. NEW BUSINESS

Commissioner Madison stated that in connection with the Science Explosion, the Shipyard has been working with the Whitney Young Child Development and environmentalist at Treasure Island to arrange a tour for the children (2 days) to the shipyard mushroom farm and lecture on environmental cleanup.

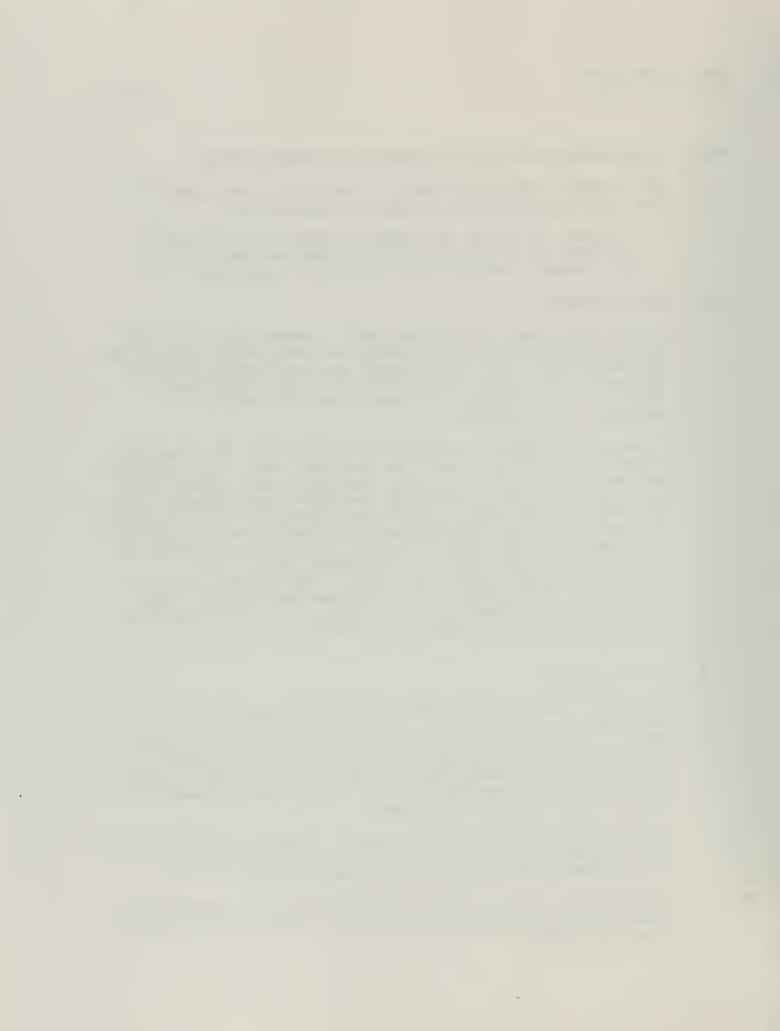
Commissioner Madison reported that the City is presently providing janitorial services for the EPMC. Ms. Reid was appreciative of the services, however, the cleanup time was inappropriate—during the busy hour when most of the children are on site. Commissioner Madison requested that the custodians be rescheduled for cleaning of the childcare portion. Mr. Pitcher replied that the custodian is doing all possible to keep the center clean. In rescheduling the custodian, night differential pay will have to be considered. It was suggested that Ms. Reid cooperate by relocating the children into other areas of the building during janitorial cleanup.

X. PUBLIC COMMENT

There will be a Haman Rights Commission meeting on Thursday, April 11, 1991, 6:00 p.m. in the SECF Community Room. (Commissioner Jones asked that a schedule of this Commission's meetings be sent to all Commissions who plan to use the SECF Community Room, to avoid conflict with the SECF Commission meetings so that these Commissioners can have an opportunity to attend.)

The Whitney Young Child Development Center is having their 1991 Science Explosion Award Dinner to honor young scientists on March 21st, SECF Community Room.

The Beta Pi Sigma Sorority, Delta Chapter is sponsoring a Health Fair on March 16th, 10:00 a.m. to 2:00 p.m., SECF Community Room.



Earth Day will be held on April 14th in the Bayview community.

XI. CLOSED SESSION-DISCUSSION OF EXECUTIVE DIRECTOR POSITION

The meeting was adjourned at 8:05 p.m. for 15 minutes to closed session.

XII. ADJOURNMENT

A motion was made by Commissioner Jackson-Sims, seconded by Commissioner Brown and carried for adjournment. The meeting adjourned at 8:20 p.m. The next regular meeting will be held on Wednesday, March 27, 1991 at 6:00 p.m.





ART AGNOS Mayor

Shirley Jones President

Sululagi Palega Vice President

Bobbrie Brown

Matt Ettinger

Ethel Garlington

Espanola Jackson

Scott Madison

SOUTHEAST COMMUNITY FACILITY COMMISSION CITY and COUNTY OF SAN FRANCISCO

NOTICE OF MEETING

WEDNESDAY, MARCH 27, 1991

6:00 P.M. 1800 Oakdale Avenue, Dining Room Area San Francisco, California

DOCUMENTS DEPT.

MAR 2 5 1991

SAN FRANCISCO PUBLIC LIBRARY

AGENDA

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF MINUTES March 14, 1991
- IV. COMMUNICATIONS
 - V. REPORT Todd Cockburn, Executive Director, CWP, or designee
- VI. REPORT Dr. Juanita Owens, SE Campus
- VII. NEW BUSINESS
- VIII. PUBLIC COMMENT
 - IX. CLOSED SESSION -- Discussion of Executive Director positon
 - X. ADJOURNMENT





SOUTHEAST COMMUNITY FACILITY COMMISSION CITY and COUNTY OF SAN FRANCISCO

WEDNESDAY, MARCH 27, 1991 6:00 P.M.

1800 Oakdale Avenue

San Francisco, California

MINUTES

ART AGNOS Mayor

Shirley Jones President

Sululagi Palega Vice President

Bobbrie Brown

Matt Ettinger

Ethel Garlington

Espanola Jackson

DOCUMENTS DEPT.

APR : 519.

SAN FRANCISCO PUBLIC LIBRARY

Scott Madison

I. CALL TO ORDER

> The regular session of the Southeast Community Facility Commission was called to order by Commissioner Jones, President, on this date, commencing at 6:20 p.m.

ROLL CALL II.

Commissioners

Commissioner Bobbrie Brown Present:

Commissioner Matt Ettinger Commissioner Ethel Garlington

Commissioner Espanola Jackson-Sims

Commissioner Shirley Jones Commissioner Scott Madison Commissioner Sululagi Palega

Others Present: John Rathsam, Department of Real Estate; Alex Pitcher, Public Affairs Manager, CWP; Rufus Davis, BVHP Crime Abatement Committee; Juanita Owens, Acting Director, CCSF Southeast Campus; Laroy McDonald, Business Development, Inc.; Janelle Pierce, resident; Willie McDowell, Staff Person, CWP; and Liz Palega, CCSF/SECF Commission.

III. APPROVAL OF MINUTES

A motion was made by Commissioner Garlington, seconded by Commissioner Madison and carried to adopt the minutes of March 14, 1991 with necessary corrections.

1800 OAKDALE AVENUE SAN FRANCISCO, CA 94124 (415) 821-1534 (415) 550-2750



IV. COMMUNICATIONS

No communications were submitted.

V. REPORT-TODD COCKBURN, EXECUTIVE DIRECTOR, CWP OR DESIGNEE

Mr. Pitcher stated that Dr. Marquis was unable to attend the meeting, but desired to be placed on the agenda for the next Commission meeting. Ms. Stoneham-Brown was also unable to attend the meeting because of a car accident the previous day.

Letters have been removed from each Commissioner's name in the main lobby. Ms. McDowell suggested that a piece of plexiglass be placed over the names to prevent from this recurring. Mr. Pitcher will investigate the matter further to prevent such vandalism.

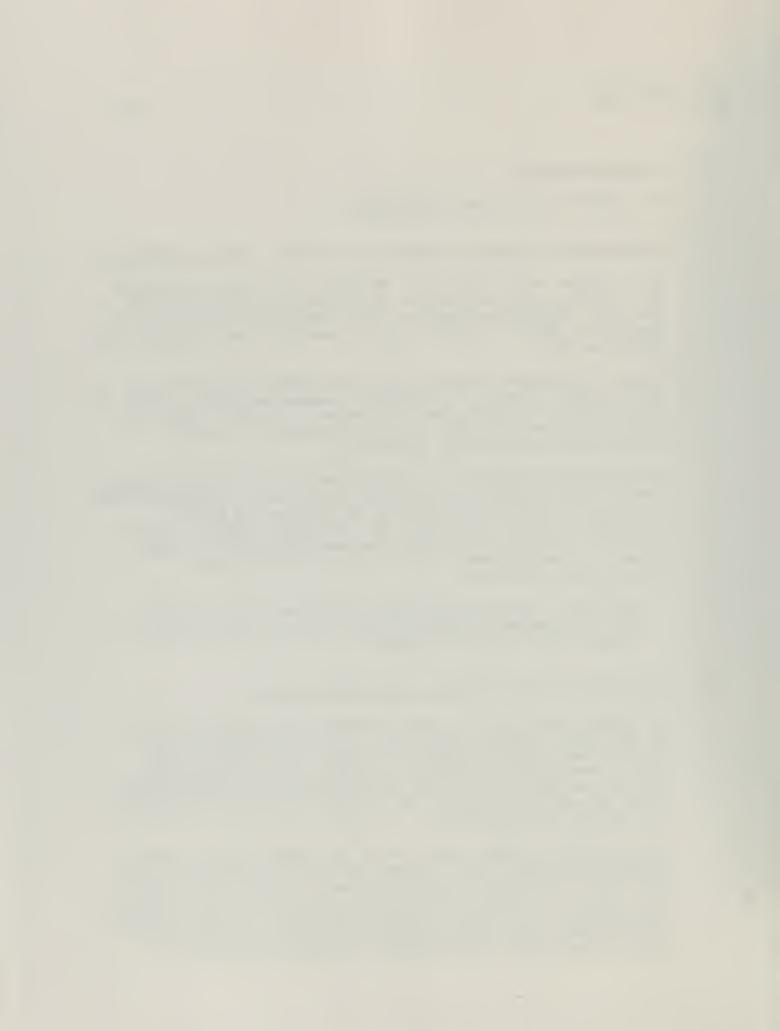
Informational packets were forwarded to all Commissioners regarding the Executive Director position. A workshop for using parliamentary procedures in conducting public meetings has been scheduled for Saturday, April 6, 1991, 9:00 a.m. to 12:30 p.m., in the Board Room at 33 Gough Street. Commissioners Brown and Garlington have registered to attend.

ACTION: A motion was made by Commissioner Jackson-Sims, seconded by Commissioner Ettinger and carried to accept Mr. Pitcher's report.

VI. REPORT-DR. JUANITA OWENS, SOUTHEAST CAMPUS

Dr. Owens contacted Ms. Lynn Beeson of the Mayor's Office on Childcare and Ms. Alma McGee regarding the instructional assisting foundation courses. It was suggested that a meeting be called to get community input, however, due to the short time line, two options were recommended: Offer an additional class on Fridays, 12 noon to 3:00 p.m. or a class on Saturdays.

Mr. Meredith Grubbe, who is over the CCSF Instructional Assisting Program, will report back to Dr. Owens with the best time to schedule those classes at this site. He is very much interested and is willing to meet to discuss the requirements and answer related questions. These classes will contain six units and will prepare individuals as paraprofessionals and acquiring emergency permits to



become employable with the S.F. Unified School District in childcare. (Information was distributed regarding the instructional assisting courses.) The courses can be applied towards career certification and are transferrable towards a degree and/or instructor's credential.

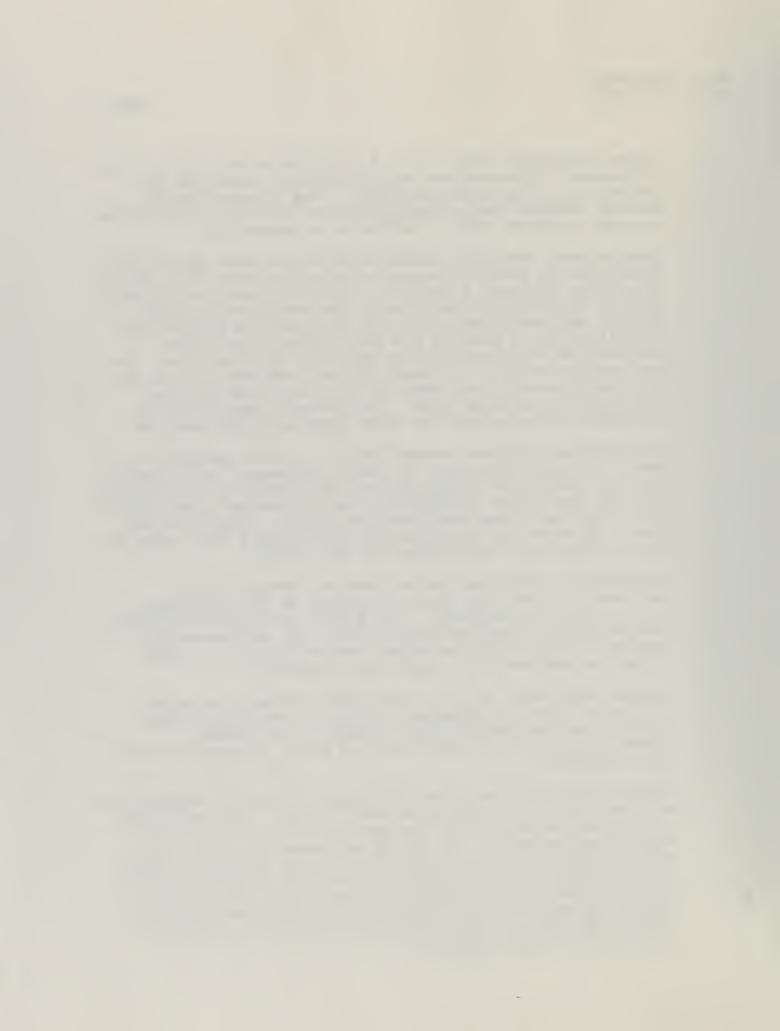
Commissioner Ettinger voiced concern that once again, the Commission is being presented with a situation of a short time line, whereas, a decision has to be made and there is no time to consult others, e.g. the Southeast Advisory Board. Dr. Owens explained that the Mayor's Office was consulted, but a meeting for the community-at-large involved in childcare was not possible at this time. The two courses being introduced are not concrete and can be changed; however, they need to find out which courses will work by offering them. The Advisory Board will be informed of the courses at their next advisory meeting.

Commissioner Ettinger asked that if a person wanted to open a childcare facility in their residence, will these type of courses be applicable to the licensure? Dr. Owens replied that these courses will apply towards licensing, but being that these are credited courses, they are not free. This is the beginning and it is hoped that more of such classes will be offered in the future.

Commissioner Jones suggested that Dr. Owens contact Ms. Lynn Steinman who is the Director of the childcare unit at State University. There is a grant from the State that allows persons who are working with childcare the opportunity to return to school and acquire the needed units for emergency or supervisory permits.

Another area that is being discussed is the development of science labs in terms of physiology/anatomy/ecology instruction and lecture type courses. (Dr. Owens presented the other credit courses being proposed for the Fall semester.)

Commissioner Jackson-Sims questioned the ethnic background of the instructor teaching Black History. She emphasized the importance of having the appropriate instructor to teach black studies. Dr. Owens believed that the appropriate instructor will teach the courses, however, she is not involved in the hiring of faculty in respect to these courses—the faculty hiring is done within the faculty ranks. In addition, Commissioner Jackson-Sims expressed concern of the lack of black directors throughout the community college campuses.



Dr. Owens announced that the equipment from the Kopp monies are starting to arrive. The Southeast Campus budget will be over \$2 million because the culinary program was included. Three positions have been approved for this facility: Librarian, Micro-Computer/Business Applications Instructor and Chef.

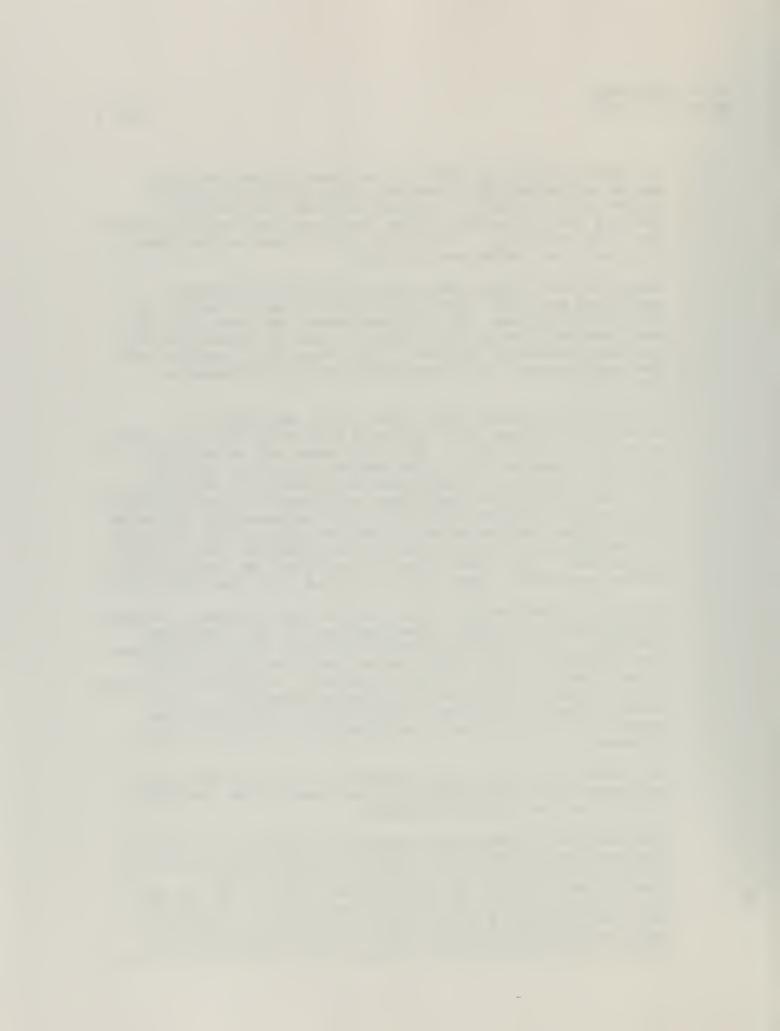
Commissioner Palega asked that the hiring of these positions meet the overall affirmative action quota of this neighborhood. Mr. Pitcher asked that when the job announcements become available, a copy be forwarded for the Commissioners' review. (Dr. Owens will inquire how the announcement is disseminated and the procedures involved.)

Commissioner Palega noted that it is important to ascertain if these will be Civil Service positions because if a list is generated, then this does not necessitate posting. However, if it is exempt from Civil Service, then the community should have an opportunity to apply. Dr. Owens indicated that these positions are certificated. Commissioner Palega added that this information is needed so that the Commission will take the appropriate measures in assuring that the persons hired represent the overall population. Dr. Owens assured that when the announcements become available, they will be shared with the Commission.

Dr. Owens reported that the students have formed a student council for this site. The President is Ms. Christian Franklin. Ms. Gabriella Schultz, Associate Director, has been working closely with the students and the student council has already had two successful fundraisers to help fellow students with materials/school supplies. The council plans to approach the Advisory Board with the concept of establishing a scholarship fund for the same purpose.

Dr. Owens distributed the interest survey and the needs assessment that was conducted last year by Ms. Rosemary Darden for the culinary program.

Commissioner Jackson-Sims questioned whether or not the students in this culinary program will have to pay a \$750 fee as the students at the American Cook School. Commissioner Palega replied that the \$750 is to pay for actual food consumption and luncheon costs. The participants who qualify for the Mayor's Office of Community Development (OCD) and the Job Training Partnership Act (JTPA) will probably not be charged the \$750. Most of the



persons who are economically disadvantaged will be able to fit under one of these categories. The participants have options to offset the cost by voluntary work, such as preparing meals for senior, etc.

Dr. Owens announced that a directory has been installed in the main lobby listing services available at the Southeast Campus and their locations. Also, it will include weekly activities occurring in this building, such as meetings and special events.

In conclusion, Dr. Owens wanted to respond to Commissioner Ettinger's former question, "If all of the Kopp monies were not spent, will they be sent back?" Dr. Owens was informed by the Vice Chancellor of Business that all of the Kopp monies will be spent for the Southeast Campus.

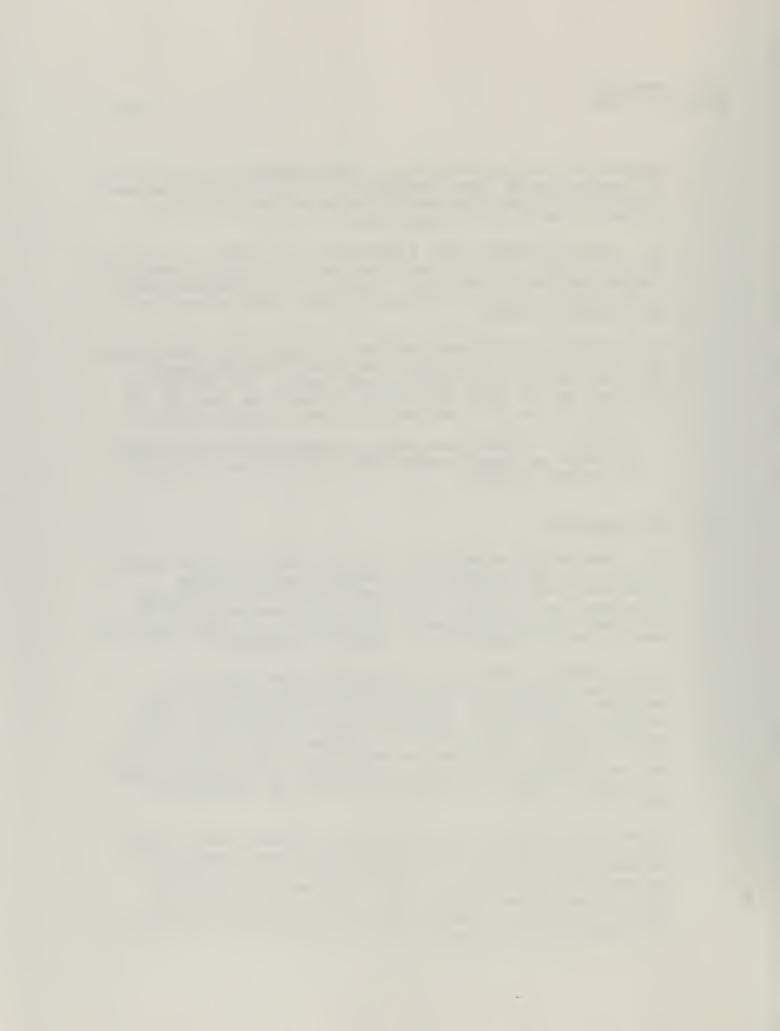
ACTION: A motion was made by Commissioner Garlington, seconded by Commissioner Brown and carried to accept Dr. Owens' report.

VII. NEW BUSINESS

Ms. Janelle Pierce reported that the tenant groups in the public housing community are moving towards tenant management because they have been historically unhappy with how their living environment has been managed. It has come to the attention of those involved that there are sums of monies available for tenant management.

As previously mentioned, a representative from HUD suggested that the tenants explore having the property management curriculum installed at the Southeast Campus. In that, it will be a secure program where people could pursue property management as a career goal—not just for public housing, but also for employment in private housing and to facilitate ongoing training for the community over the years. There is funding available for designated periods of time.

Property management is an occupation within itself where people specialize in various aspects of management, e.g. accounting, bookkeeping, community services, physical maintenance of property. There are various levels of property management and it is a multi-faceted program. There seems to be a great interest of community residents to pursue this as a goal.



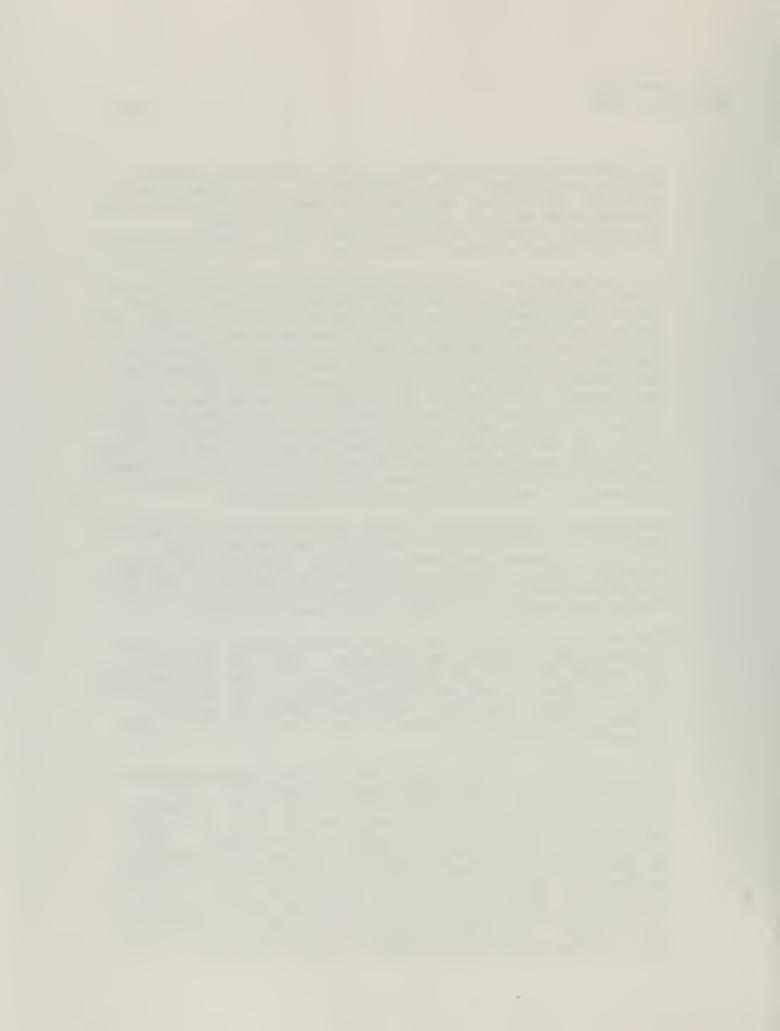
Systematically, there is an effort to take the public housing environment from the tenants. Also, there seems to be an empowerment move for the community to enable the residents to hold on to the community they have. Statistics reflect that by the year 2001, blacks would be virtually non-existent in this area (about 1-2 percent).

The installation of the property management curriculum is a very important move for maintaining the black status within the community and acquiring employable skills. The tenant organizations are having tremendous difficulty relating to the housing authority personnel because over the years, the housing authority have disfranchised the tenants and have brought in outsiders to run the housing environment. The community college was suggested as an impartial source that has a history of administering such funds. In other words, HUD would not mind releasing the funds, but the Tenant's Organization has not had the track record of handling millions of dollars. It would be more feasible to release the funds to the community college as opposed to a newly formed tenant corporation.

Commissioner Jackson-Sims noted that the Tenant Management has been in existence for two years in the Bay Area. There is a tenant management agent in Richmond and Marin counties where monies are received for training. The San Francisco Housing Authority Commission and Director have denied the tenants to manage their own property.

The housing authority has hired an outside private agency called OKUM to manage the projects. OKUM can decide to get rid of tenants and not allow them to move back because this decision is left up to the manager—such as the case in the Alemany projects. The tenants have to meet a certain criteria to move back, e.g. signing an agreement of curfew at 10:00 p.m.

There is still \$75,000 remaining in the Alemany budget in which the tenants are requesting for training. Upon receipt of this information, the tenants have contacted HUD and apprised them that there has not been any tenant participation and the monies have not been spent. The tenants have gone to Washington and at present, there is an investigation of San Francisco by the Attorney General because they have not been sending factual information to Washington. There have been millions of dollars allocated for maintenance training that have not been provided to the tenants. Mr. Pitcher suggested holding a meeting to get the involvement and support of the community.



Commissioner Jones asked if the funds will discontinue coming to the City. Ms. Pierce replied that Mr. Gilmore, Director of the Housing Authority, has the monies for the various project areas, but will not release them.

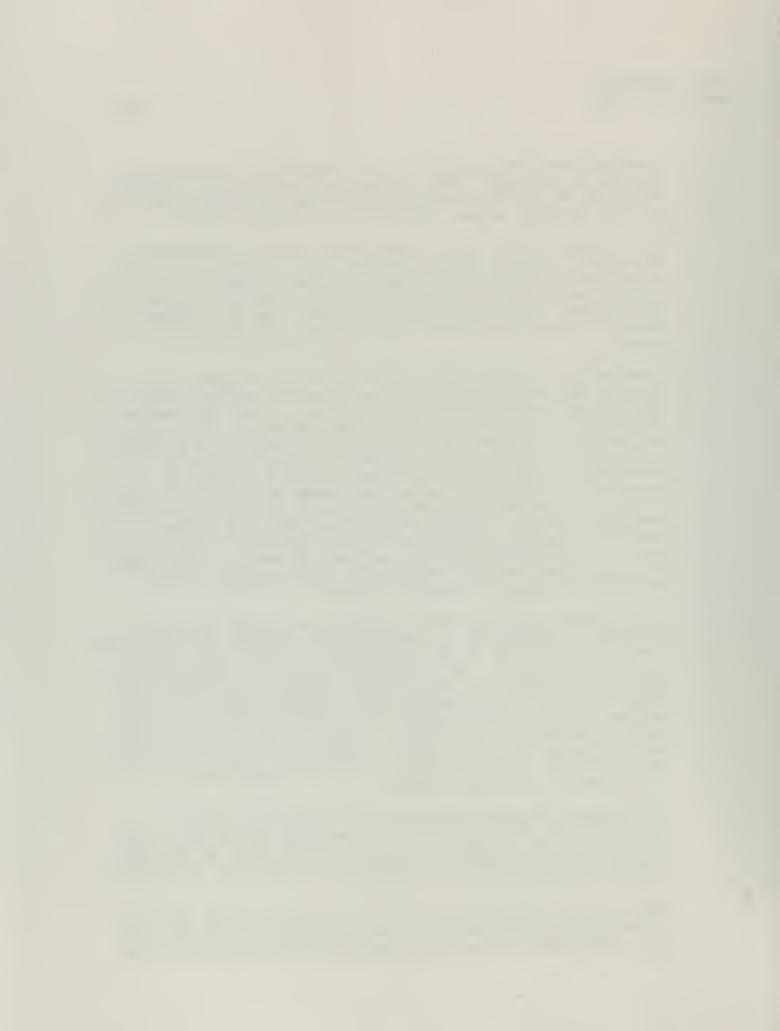
The project areas that already have tenant management are eligible to apply for the monies: CAP (rehabilitation/construction of buildings and training of tenants) or TAP (technical assistance program). Once a group applies for CAP monies, it is ineligible for TAP. The TAP monies is about \$150,000 per group for training, duration of 3 years.

Commissioner Jackson-Sims stated that Mr. Gilmore has applied and received \$18 million for the Western Addition, Alemany and Holly Court project areas. There is another \$20 million for the Sunnydale area, which Mr. Gilmore is proposing to divide into three project areas. A criteria being placed on Sunnydale is members have to take a drug test because the housing authority want a drug-free community. There are monies and areas available to setup a drug program and drug abusers should be given some help. Another guideline being proposed is that if a tenant swears/curses at an employee of the projects, he/she will not be allowed re-entry for another 10 years. These type of guidelines have not officially been passed, but are being implemented in various areas.

The Alemany group has been incorporated where they have requested through HUD to Washington to desist and stop all the rehabilitation of the 183 units in that area until it comes through HUD. The contractor hired to renovate the projects is doing a poor job and overcharging tenants for used materials. The tenants have requested that the CAP monies (about \$19-\$30 million of federal funds) for this year be extended until they are able to have input in the renovation of the buildings. Letters have been forwarded to the Mayor, Board of Supervisors and Congressmen, regarding this housing issue.

Commissioner Ettinger asked where were the tenants relocated to? Commissioner Jackson-Sims stated that the tenants have to reapply in order to come back to Alemany. If the Housing Authority decides not to allow a particular tenant re-entry, then they cannot.

Commissioner Ettinger asked if the tenant groups who are authorized to receive the funds, corporated, and what is the requirement? Ms. Pierce replied that the groups are



incorporated and once the tenant association becomes such, they can apply directly to HUD for the funds. As was suggested by Ms. Rhinehart that the Hunters Point tenants apply directly and have the funds allocated through the community college district.

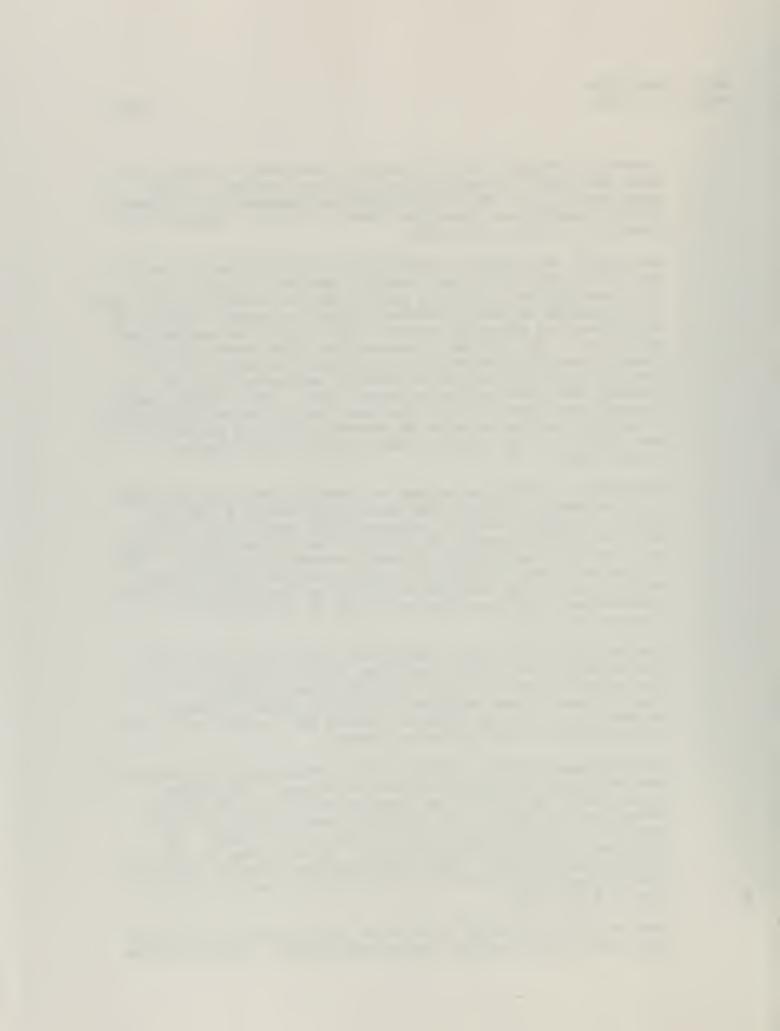
Basically, the housing authority is attempting to setup a situation where they can control people's lives, e.g. they are trying to pass a clause that states, "If the Head of Household or family members commit a crime, whether it is on housing property or not, this would be grounds for eviction." Ms. Pierce stressed the importance of these tenants becoming empowered to survive because they are getting ready to be systematically excluded from the very housing that were setup to serve them. The tenants have already expressed an overwhelming desire to put themselves in a position to be able to manage their own property and are willing to go through the training and receive a certificate.

Commissioner Ettinger asked to identify what is entailed in obtaining a certificate that would entitle the non-profit tenant's group to successfully manage property? What would HUD require in terms of an educational degree or a program certificate through community college. (Ms. Pierce will try to obtain the information from HUD for submission to the Commission prior to their next meeting.) Commissioner Jackson-Sims will ask Ms. Rhinehart to contact Dr. Owens.

Commissioner Garlington suggested that this matter be presented to the SFCCD Governing Board because they are the decision-making body regarding the training. Commissioner Jones suggested to first write a letter requesting a meeting with Dr. Owens and let her relay the information to the Governing Board.

Commissioner Madison asked if this would be of interest to the community college district to pursue? Dr. Owens stated that this could be considered through Contract Education, in which, the district contracts with other agencies for training purposes (there is a fee). In addition, consideration will have to be given to the required curriculum, what certification entails, and are there already courses within the curriculum that can be provided for this.

Commissioner Ettinger asked that if this was politically unpopular -- the move for tenant management, and the Mayor



was opposed to it, would this have an impact on the decision of the Chancellor? Dr. Owens replied that the SFCCD Governing Board and Chancellor are interested in the community's response to issues that may be of concern.

VIII. PUBLIC COMMENT

Mr. Rathsam reported that the Real Estate Department received the rationing of water for this building and the greenhouse. The allocation is not very good and is being cutback about 1/3 from what was used in the past. Mr. Rathsam met with the Manager of the Water Department and was informed that they would have to cease or curtail using any sprinklers or watering any landscape on this property. This is a very serious issue and support might be needed in the future to raise the water allotment for the tenants. (Mr. Rathsam disseminated information on the conservation of water.)

Commissioner Jones reported that YCD's fundraiser on March 22nd, was a huge success. There were 270 in attendance and 26 awardee (14 were from the ages of 11-14, 6 were 15-18 years, 3 were 19-21 years, and 3 were 21-25 years). Commissioner Jones thanked all those who participated and supported in making this event a beautiful and successful one.

Commissioner Ettinger was interested in acquiring information about the tallies from the 1990 census and how those figures impact the Afro-American in the Bayview Hunters Point community, as well as this facility. He asked that the Commission explore the possibility of holding a public forum. Tallies from the census are going to have a long-range implication that need to be addressed.

Commissioner Jackson-Sims announced that on Saturday, April 6th, 5:00 p.m. to 8:00 p.m. in the SECF Community Room, the Ministers Alliance is sponsoring the performance of the Paramount Gospel Singers, tickets are \$15 per person and food will be provided.

IX. CLOSED SESSION-DISCUSSION OF EXECUTIVE DIRECTOR POSITION

Due to the lack of additional information requested from the City Attorney's Office, Mr. Pitcher asked that this agenda item be deleted until further notice.



X. ADJOURNMENT

A motion was made by Commissioner Garlington, seconded by Commissioner Ettinger and carried for adjournment. The meeting adjourned at 8:15 p.m. The next regular meeting will be held on Thursday, April 11, 1991 at 6:00 p.m.





ART AGNOS Mayor

Shirley Jones President

Sululagi Palega Vice President

Bobbrie Brown

Matt Ettinger

Ethel Garlington

Espanola Jackson

Scott Madison

SOUTHEAST COMMUNITY FACILITY COMMISSION CITY and COUNTY OF SAN FRANCISCO

NOTICE OF MEETING

THURSDAY, APRIL 11, 1991

6:00 P.M. 1800 Oakdale Avenue, Dining Room Area San Francisco, California DEPOSITORY ITEM DOCUMENTS DEPT.

APR 1 8 1991

PAN FRANCISCO PUBLIC LIBRARY

AGENDA

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF MINUTES March 27, 1991
- IV. COMMUNICATIONS
 - V. REPORT Todd Cockburn, Executive Director, CWP, or designee
- VI. Dr. William P. Marquis Member, Governing Board CCSF
- VII. REPORT Dr. Juanita Owens, SE Campus
- VIII. NEW BUSINESS
 - IX. PUBLIC COMMENT
 - X. ADJOURNMENT



SOUTHEAST COMMUNITY FACILITY COMMISSION CITY and COUNTY OF SAN FRANCISCO

ART AGNOS Mayor

Shirley Jones President

Sululagi Palega Vice President

Bobbrie Brown

Matt Ettinger

Ethel Garlington

Espanola Jackson

Scott Madison

M I N U T E S
APRIL 11, 1991
6:00 P.M.
1800 Oakdale Avenue
San Francisco, California

I. CALL TO ORDER

The regular session of the Southeast Community Facility Commission was called to order by Commissioner Palega, Vice President, on this date, commencing at 6:15 p.m.

II. ROLL CALL

Commissioners

Present: Commissioner Bobbrie Brown

Commissioner Matt Ettinger

Commissioner Ethel Garlington

Commissioner Espanola Jackson-Sims

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SAN FRANCISCO PUBLIC LIBRARY

Commissioner Scott Madison

Commissioner Sululagi Palega

Excused: Commissioner Shirley Jones

Others Present: John Rathsam, Department of Real Estate; Alex Pitcher, Public Affairs Manager, CWP; Rufus Davis, BVHP Crime Abatement Committee; Juanita Owens, Acting Director, CCSF Southeast Campus; Laroy McDonald, Business Development, Inc.; Rose Mary Johnson, Counselor, Southeast Campus; Clydenia Austin, resident; Ella Stoneham-Brown, Staff Person, CWP; Willie McDowell, Staff Person, CWP; and Liz Palega, CCSF/SECF Commission.

III. APPROVAL OF MINUTES

A motion was made by Commissioner Jackson-Sims, seconded by Commissioner Garlington and carried to adopt the minutes of March 27, 1991 with necessary corrections.



IV. COMMUNICATIONS

No communications were submitted.

V. REPORT-TODD COCKBURN, EXECUTIVE DIRECTOR, CWP OR DESIGNEE

Mr. Pitcher stated that Commissioner Jones was unable to attend the meeting, due to illness.

The Real Estate Department and CWP staff have been working with SECF tenants (including greenhouse) on their water allocations. The PUC Commission is scheduled to meet again to review the situation.

Commissioner Madison asked what happens to the water from the Southeast Plant after it has been treated...where does it go? Mr. Pitcher replied that the Southeast Plant treats sewage to a secondary level and it is discharged into the bay. The EPA and State requirements mandate that sewage must be treated to a secondary level.

Mr. Pitcher explained that a water reclamation program has been started. Trucks, on a daily basis pick up the water for limited usage. There appears to be a great interest for the use of reclaimed water. The greenhouse officials have inquired as to the use of this reclaimed water. However, there is too much salt in it at this time.

Studies are being made to perhaps go to the next level of treatment which is territory treatment. This level will allow a greater use of the reclaimed water. Mr. Cockburn has assigned several staff persons to develop the water reclamation program and perhaps at some point in the near future, a pipe could be installed from the treatment plant directly to the greenhouse facility—supplying them with this level of reclaimed water.

Mr. Rathsam noted that regarding the water situation, in all of the leases, the City has agreed to pay the water bills because the situation with the number of water meters. Mr. Rathsam was optimistic that the water issue will work itself out. Mr. Pitcher added that the City is responsible for the penalty that is placed on the water usage.

ACTION: A motion was made by Commissioner Ettinger, seconded by Commissioner Garlington and carried to accept Mr. Pitcher's report.



VI. DR. WILLIAM MARQUIS, CCSF GOVERNING BOARD MEMBER

Dr. Marquis had requested to be placed on the agenda, but was not present. Commissioner Garlington stated that the Southeast Advisory Board recently sent a letter to Dr. Marquis and it was returned. (Mr. Pitcher will contact Dr. Marquis for his mailing address.)

VII. REPORT-DR. JUANITA OWENS, SOUTHEAST CAMPUS

Dr. Owens reported that the credit classes have been scheduled and staff is having in-service on the matriculation process. All students taking credited classes are required to go through this process, which entails going through a complete orientation (testing/assessment, counseling, etc.). Dr. Carlota del Portillo, Director of Student Services, met with the Counselors and took them through the matriculation process and all its components.

There will be an assembly at the Southeast Campus on April 17th, to introduce the increase of credit offerings onsite. There will be flyers circulated to all students informing them of orientation sessions (April 24th at 9:00 a.m. and 6:30 p.m.). The summer schedule is in place for the first session in the month of June.

Dr. Owens contacted Mr. Grubbe, Department Head of Instructional Assisting to request that he look into available grants for the program. A memo will be sent to all the childcare agencies and interested parties regarding the meeting on May 3rd to discuss the instructional assisting program curriculum and to get input.

VIII. NEW BUSINESS

Commissioner Ettinger asked if the Police Commission is meeting on April 17 at the Martin Luther King Jr. School? (Staff will find out and contact Commissioner Ettinger.)

Commissioner Palega announced that the Human Rights Commission was meeting that evening in the community room.

Commissioner Ettinger indicated that there is an upcoming CALTRANS hearing pertaining to the location of the off-ramp from the 280 freeway. Commissioner Ettinger



questioned why Evans Street was not being considered as an off-ramp site? He was concerned that several of the wrecking yards were relocated to Rankin and Custer and did not want them to go back to Wallace Street.

Commissioner Jackson-Sims stated that it is the City's responsibility to find a location for the wrecking yards. The reason that the hearing is going to be here at the Southeast Community Facility is because the New Bayview Committee requested to get testimony. There will be a stenographer on hand and it will be a legal meeting. Mr. Bill Summers can be contacted to find out what the recommendations are. Mr. Pitcher encouraged everyone to attend and voice their concerns—it will be recorded.

Commissioner Madison announced that the New Bayview Committee meeting on April 17th will have a presentation on the freeway ramp--which is the day prior to the national public hearing on that issue.

Mr. Pitcher stressed the importance of having freeway access to and from the community. The community can grow faster if there were more routes in the area to the 280 freeway and this could benefit the entire community as a whole.

Commissioner Brown reported that she and Commissioner Garlington attended the Parliamentary Procedure workshop on April 6th. (Information was disseminated among the Commissioners for their perusal.) She requested that Mr. Pitcher acquire the booklet offered by the State Attorney General's Office called "Open Meeting Laws", which is free to all Commissioners. (Mr. Pitcher will order books for each Commissioner.)

IX. PUBLIC COMMENT

No public comments were made.

X. ADJOURNMENT

A motion was made by Commissioner Jackson-Sims, seconded by Commissioner Brown and carried for adjournment. The meeting adjourned at 6:40 p.m. The next regular meeting will be held on <u>Wednesday</u>, <u>April 24</u>, 1991 at 6:00 p.m.





ART AGNOS Mayor

Shirley Jones President

Sululagi Palega Vice President

Bobbrie Brown

Matt Ettinger

Ethel Garlington

Espanola Jackson

Scott Madison

SOUTHEAST COMMUNITY FACILITY COMMISSION CITY and COUNTY OF SAN FRANCISCO

NOTICE OF MEETING

WEDNESDAY, APRIL 24, 1991

6:00 P.M. 1800 Oakdale Avenue, Dining Room Area San Francisco, California

AGENDA

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF MINUTES April 11, 1991
 - IV. COMMUNICATIONS
 - V. REPORT Todd Cockburn, Executive Director, CWP, or designee
- VI. REPORT Dr. Juanita Owens, SE Campus
- VII. NEW BUSINESS
- VIII. PUBLIC COMMENT
 - IX. ADJOURNMENT

DOCUMENTS DEPT.

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SAN FRANCISCO PUBLIC LIBRARY





ART AGNOS Mayor

Shirley Jones President Sululagi Palega Vice President

Bobbrie Brown Matt Ettinger

Ethel Garlington Espanola Jackson

Scott Madison

SOUTHEAST COMMUNITY FACILITY COMMISSION CITY and COUNTY OF SAN FRANCISCO

M I N U T E S
WEDNESDAY, APRIL 24, 1991
6:00 P.M.
1800 Oakdale Avenue
San Francisco, California

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SAN FRANCISCO PURLIC LIBRARY SAN FRANCISCO PUBLIC LIBRARY

I. CALL TO ORDER

The regular session of the Southeast Community Facility Commission was called to order by Commissioner Jones, President, on this date, commencing at 6:20 p.m.

II. ROLL CALL

Commissioners

Present: Commissioner Bobbrie Brown

Commissioner Matt Ettinger Commissioner Ethel Garlington

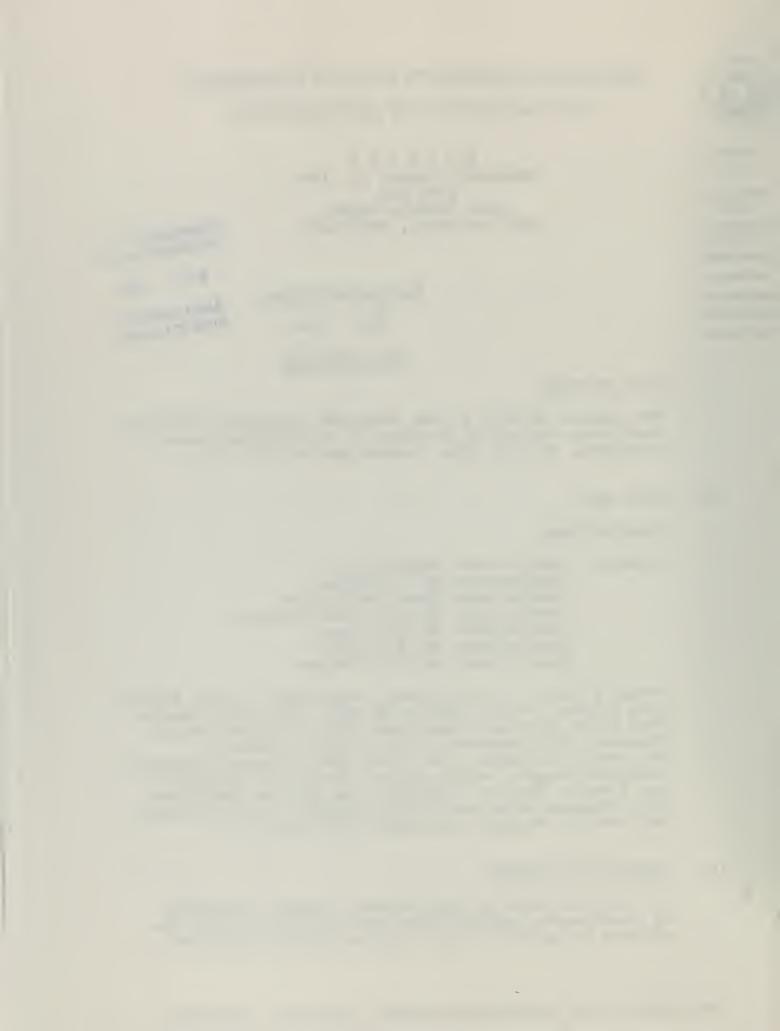
Commissioner Espanola Jackson-Sims

Commissioner Shirley Jones Commissioner Scott Madison Commissioner Sululagi Palega

Others Present: John Rathsam, Department of Real Estate; Alex Pitcher, Public Affairs Manager, CWP; Rufus Davis, BVHP Crime Abatement Committee; Juanita Owens, Acting Director, CCSF Southeast Campus; Laroy McDonald, Business Development, Inc.; Rose Mary Johnson, Counselor, Southeast Campus; Calvin Hayes, Business Development, Inc.; Samuel Murray, President, New Bayview Committee; Ella Stoneham-Brown and Willie McDowell, Staff Persons, CWP; and Liz Palega, CCSF/SECF Commission.

III. APPROVAL OF MINUTES

A motion was made by Commissioner Ettinger, seconded by Commissioner Jackson-Sims and carried to adopt the minutes of April 11, 1991 with necessary corrections.



IV. COMMUNICATIONS

The secretary read the letter received from Ms. Eva Cheng, Study Coordinator of the SFCCD thanking those who participated in the survey that was conducted on the culinary/hospitality program. Results of the study were enclosed. (Copies will be made for the Commissioners' review.)

V. REPORT-TODD COCKBURN, EXECUTIVE DIRECTOR, CWP OR DESIGNEE

Mr. Pitcher reported that CALTRANS was holding their public hearing regarding the 280 on/off freeway ramp that evening in the community room.

In the reorganization of DPW personnel, provisions have been made to house some of the engineers at 1680 Mission Street. A part of the CWP offices will also be relocated (Mr. Cockburn and part of his staff); and it is likely that Mr. Pitcher and Public Affairs staff will move. In addition, DPW is in the process of leasing space in the Bayview Plaza to house the industrial waste component.

The City is in the process of resolving some of the problems caused by the Pomeroy Contractor working in the Candlestick Park area. Commissioner Jones felt that contractors who do not work with the community where the work is being done, should be barred from doing work in that area. Commissioner Palega added that at the last HRC meeting held in this facility, HRC representatives were approached by a number of community persons regarding the monitoring process for projects.

ACTION: A motion was made by Commissioner Palega, seconded by Commissioner Garlington and carried to accept Mr. Pitcher's report.

VI. REPORT-DR. JUANITA OWENS, SOUTHEAST CAMPUS

Dr. Owens disseminated the student council newsletter among the Commissioners. The student council has requested office space and Dr. Owens is trying to locate space for that. The students have been advised to network with other student associations throughout the district.

As a result of the Kopp monies, the college will be acquiring 30 Macintosh computers. Ten of them have arrived and are being stored at CCSF until a place is



identified for them at this facility. The staff has been considering the possibility of establishing a lab to set up all the Macintosh computers. Suggestions are being sought from the students, faculty, staff and advisory board in terms of where to place the lab without sacrificing too much. It was suggested to convert the current student lounge into the Macintosh lab because there is minimal student utilization. Dr. Owens conferred with the Student Council President and she was very supportive of the idea—felt that this would benefit the students. Ms. Mamie How and Mr. Doug Re, experts in the field of computers have seen the area and agree that it is ideal for the lab. Room 510 was recommended as the replacement for the student lounge.

The allied health, LVN I and unit coordinator classes will begin in the Fall semester at this site. The home health aide, nursing assisting and geriatrics will continue as in the past. Additionally, the core curriculum of medical terminology will be explored for possible offering.

The matriculation process has already begun and there has been a large show of potential students. As previously reported, all students registered in credited classes are required to go through that process—in which the California Community Colleges is monitoring. (Copies of the matriculation process were distributed for the Commissioners' perusal.)

Ms. Kim Le, Counselor at the Southeast Campus, participated in a career faire presented by the New Hope Church by distributing information of the course offerings.

ACTION: A motion was made by Commissioner Ettinger, seconded by Commissioner Palega and carried to accept Dr. Owens' report.

Commissioner Palega reported that there was a meeting held earlier that evening to discuss the culinary program.

Mayor Agnos, Dr. Marquis, Chancellor Dobelle, Advisory Board Members Jim Queen and Maryam Rashada, Ms. Martinez and Commissioners Jones, Brown and Palega were in attendance. The Mayor clarified that with the district's budget cuts, the Chancellor could not fully commit to the \$450,000 to upgrade and staff the culinary program. The \$300,000 previously allocated would be all that is available.

They discussed various avenues in which to make sure that



the target population would be served. One of the suggestions was to designate 25 slots for the BVHP residents. The culinary program was discussed in great length and Ms. Martinez explained that it would be about another two years before this program can be credited—which seemed a dead end. It was Commissioner Palega's impression that this was the direction that the program was going—towards credit.

The Chancellor felt that with the budget cuts of \$5 million from his \$100.1 million budget, the additional \$450,000 was not feasible at this time. The Downtown Campus culinary program which is going to be credited was also discussed in length.

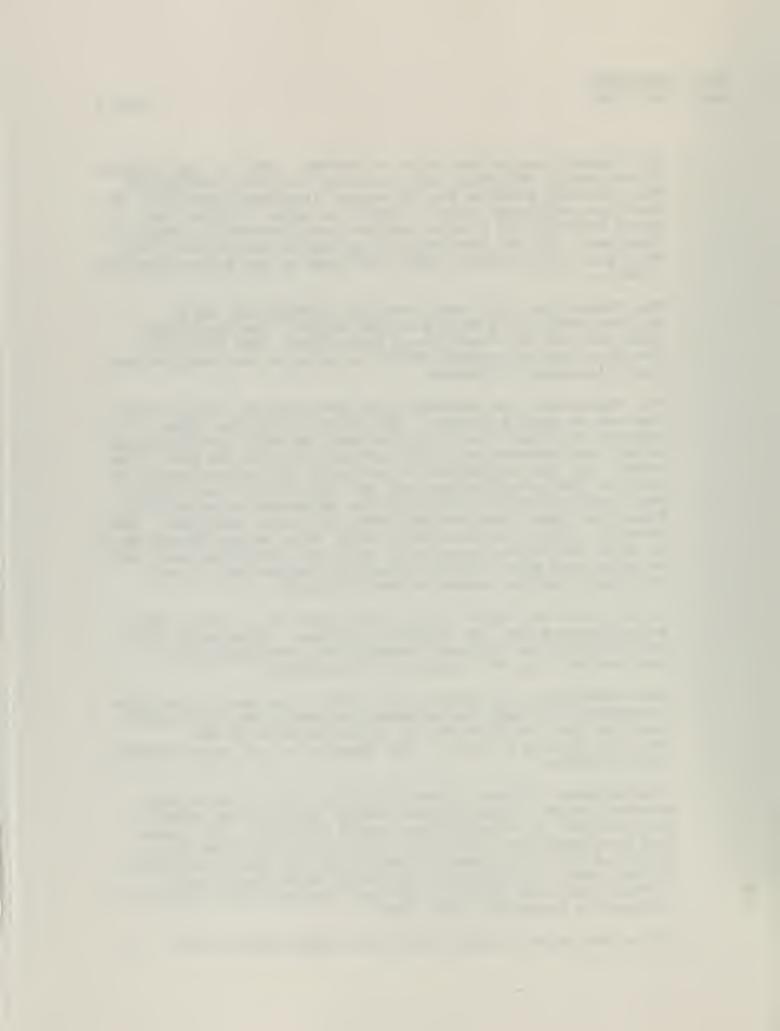
The Commission was assured that the \$300,000 would remain for use at this facility. The Mayor asked for other avenues to expend the \$300,000-taking into consideration other developments that are upcoming within the next five years. It was suggested to set up an ad hoc committee to explore the possibilities and get input from Redevelopment, OCD and other City agencies in terms of Mission Bay, Executive Park, Candlestick Park and other entities. The overall picture is that there will be a lot of development in this area with increase in business participation, and to make sure that the Afro-American population is not excluded from the upcoming redevelopment.

No decision was made on the two cycles of 25 slots that were proposed for the culinary program. This topic will be placed on the Advisory Board's May 2nd agenda and Commission's May 9th agenda for discussion.

The Chancellor was advised that when it comes to the BHVP community, he needs to include the people that have been involved for the past two to three decades in the decision-making process. The Chancellor was appreciative of the advice.

Commissioner Ettinger questioned the two to three year accreditation. Commissioner Palega stated that within that period, a lot of things could get lost. Mr. Queen had mentioned the fact that a lot of things have been promised to this community that have not been fulfilled. It was also mentioned that programs have been slowly lifted from this facility and not replaced with others--no access for community elevation.

It is not known to what extent the Kopp monies will



continue to rollover. However, the Chancellor has been in contact with Senator Kopp's Office and there appears to be no problem with rolling over the funds or exploring another direction to allocate the funds, if it meets the needs of the community.

The Mayor mentioned that there is not a facility like this in the country that was built as a mitigation measure and the community has total input in its direction. Commissioner Jones added that a group of community people did not design this building and help was sought from experts who met with Jim Jefferson and Associates. The college district and other agencies had input in the designing of this facility; but the community advocated in making sure that the money was secured for the construction of the building.

Seemingly, there are excuses being made by the college that a full culinary program cannot function in this facility. Again, it was suggested to provide a part of the culinary component here.

Commissioner Jones was disturbed that Dr. Owens was not included in the meeting that took place with the Mayor. It seems that it is too expensive to run the culinary program and if it does start, it might not be able to continue—allowing room for failure. Also, it seems that the Commission is being placed in a position to determine whether they want the allied health or culinary program at this facility.

Dr. Marquis had requested to be placed on the agenda of the May 9th Commission meeting to discuss the slots for the culinary program. For the record, Mr. Pitcher stated that Ms. Stoneham-Brown, who was assigned the task of contacting Dr. Marquis for the past two weeks, and after several attempts was unable to reach him.

VII. <u>NEW BUSINESS</u>

Commissioner Madison asked why the Executive Director's job description does not mention the additional facilities and when is the Commission going to be made more familiar with those areas (three satellite centers) for which they are responsible for?

Mr. Pitcher replied that the language is in the job description to cover the Executive Director's



responsibilities of all the facilities under the Commission's jurisdiction. Secondly, arrangements can be made at the Commission's call to tour the satellite centers. Mr. Pitcher met with the City Attorney's Office and the Director of DPW Personnel concerning a decision on making the position exempt from Civil Service--no decision has been made.

VIII. PUBLIC COMMENT

Mr. Pitcher announced that the former Pastor Calvin Jones, Sr. at the Providence Baptist Church retired; and on May 5th, Calvin Jones, Jr. will be installed as pastor. Mr. Pitcher invited everyone to attend the morning worship at 11 a.m. and the special services (installation) at 3 p.m.

Commissioner Jackson-Sims announced that on April 25th at 10 a.m., there will be a demonstration and press conference at the Spotlight Liquor Store for the young man who was shot there.

On April 26th at 9 a.m., there will be a protest/picket at the Bank of America on 3rd and Quesada because of their opposition to the closing of the street for Earth Day in this community and not in others. Earth Day will take place at the Bayview Opera House on April 27th, 11 a.m. to 4 p.m.

Commissioner Jackson-Sims received a letter from the Mayor informing her that there will be another person appointed to replace her, prior to the next Commission meeting. Commissioner Jackson-Sims expressed that it has been a pleasure working with the Commission and will continue to serve on ad hoc committees for this community. (The letter was read aloud.)

Commissioner Jones, on behalf of the Commission, extended her enjoyment in working with Commissioner Jackson-Sims. She hopes that Commissioner Jackson-Sims will attend the meetings on a regular basis and looks forward to her input.

Dr. Owens announced that the Southeast Campus will also be acknowledging Earth Day on May 25th at 11:30 a.m.

Commissioner Garlington asked to be excused from the May 9th Commission meeting.



IX. ADJOURNMENT

A motion was made by Commissioner Jackson-Sims, seconded by Commissioner Ettinger and carried for adjournment. The meeting adjourned at 7:50 p.m. The next regular meeting will be held on Thursday, May 9, 1991 at 6:00 p.m.





ART AGNOS Mayor

Shirley Jones President Sululagi Palega Vice President Bobbrie Brown

Matt Ettinger Ethel Garlington Espanola Jackson

Scott Madison

SOUTHEAST COMMUNITY FACILITY COMMISSION CITY and COUNTY OF SAN FRANCISCO

NOTICE OF MEETING

//THURSDAY, MAY 9, 1991

6:00 P.M. 1800 Oakdale Avenue, Dining Room Area San Francisco, California

AGENDA

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF MINUTES April 24, 1991
 - IV. COMMUNICATIONS
 - V. REPORT Todd Cockburn, Executive Director, CWP or designee
 - VI. DISCUSSION Dr. William P. Marquis, Member, Governing Board
- VII. REPORT Dr. Juanita Owens, S.E. Campus
- VIII. DISCUSSION Proposed Culinary Program
 - IX. NEW BUSINESS
 - X. PUBLIC COMMENT
 - XI. ADJOURNMENT







ART AGNOS Mayor

Shirley Jones President Sululagi Palega Vice President Bobbrie Brown

Matt Ettinger

Ethel Garlington

Scott Madison

SOUTHEAST COMMUNITY FACILITY COMMISSION CITY and COUNTY OF SAN FRANCISCO

M I N U T E S
THURSDAY, MAY 9, 1991
6:00 P.M.
1800 Oakdale Avenue
San Francisco, California

DOCUMENTS DEPT.

MAY 2 A 1991 SAN FRANCISCO PUBLIC LIBRARY

I. CALL TO ORDER

The regular session of the Southeast Community Facility Commission was called to order by Commissioner Palega, Vice President, on this date, commencing at 6:20 p.m.

II. ROLL CALL

Commissioners

Present: Commissioner Bobbrie Brown

Commissioner Matt Ettinger Commissioner Scott Madison Commissioner Sululagi Palega

Excused: Commissioner Ethel Garlington

Commissioner Shirley Jones

Others Present: John Rathsam, Department of Real Estate; Alex Pitcher, Public Affairs Manager, CWP; Rufus Davis, BVHP Crime Abatement Committee; Juanita Owens, Acting Director, CCSF Southeast Campus; Laroy McDonald, Business Development, Inc.; Espanola Jackson, resident; William Marquis, SFCCD, Governing Board; Toye Moses, Executive Director, YCD; Ella Stoneham-Brown and Willie McDowell, Public Affairs, CWP.

III. APPROVAL OF MINUTES

A motion was made by Commissioner Madison and seconded by Commissioner Ettinger to adopt the minutes of April 24, 1991.



Dr. Marquis had a correction on page 4, paragraph 1 of the minutes which stated: "One of the suggestions was to designate 25 slots for the BVHP residents." Should have reflected: "Dr. Marquis made the suggestion to set aside 25 slots for residents of the 94124 zip code.

The minutes were approved by a unanimous voice vote with the correction.

IV. COMMUNICATIONS

The following communications were submitted for the Commissioners' perusal:

- a) Notice from Dr. George Davis regarding the National Black Aging Network.
- b) Memo addressed to Ms. Careth Reid regarding the liability insurance certificate for the basketball hoop.

V. REPORT-TODD COCKBURN, EXECUTIVE DIRECTOR, CWP OR DESIGNEE

Mr. Pitcher announced that Commissioner Jones requested to be excused from the meeting due to a death in her family and Commissioner Garlington is on vacation.

Mr. Pitcher reported that things are moving generally well at the Southeast Facility and EPMC. The Mayor's Office of Community Development has monies for repairs and improvements, \$29,000 remaining. CWP managed to get the Mayor's Office to approve the usage of those funds through DPW to paint the exterior of the EPMC. However, \$29,000 would not necessarily cover the expense. DPW estimated the cost to be \$42,000. FEMA contractors will offset some of the bill because of the earthquake damages. It is a possibility that the entire building can be painted with the amount of funds available.

Mr. Pitcher distributed a communication from Dr. Toye Moses, Executive Director of Young Community Developers, Inc. (YCD) requesting utilization of the vacant senior area. YCD was able to acquire funds for renovation of its building on Yosemite. It was Mr. Pitcher's recollection that that building has not been renovated since 1973 and it is in dire need of work. The work is scheduled to began in June and in order for the contractors to start,



the staff has to be relocated for the duration of approximately one or two months. In exploring the facilities available, it was discovered that the senior area appeared to be suitable to accommodate YCD on a temporary basis. Mr. Pitcher recommended that the letter be turned over to the Facility Committee for consideration and final recommendation to the full body.

Dr. Moses will report back to Mr. Pitcher on the exact date that the renovation will begin. Meanwhile, the Facility Committee will arrange a meeting as soon as it is convenient for the full membership to attend. Commissioner Madison suggested that it would be advantageous of the subcommittee to meet soon so that information will be available to prepare a rental agreement when the time arises.

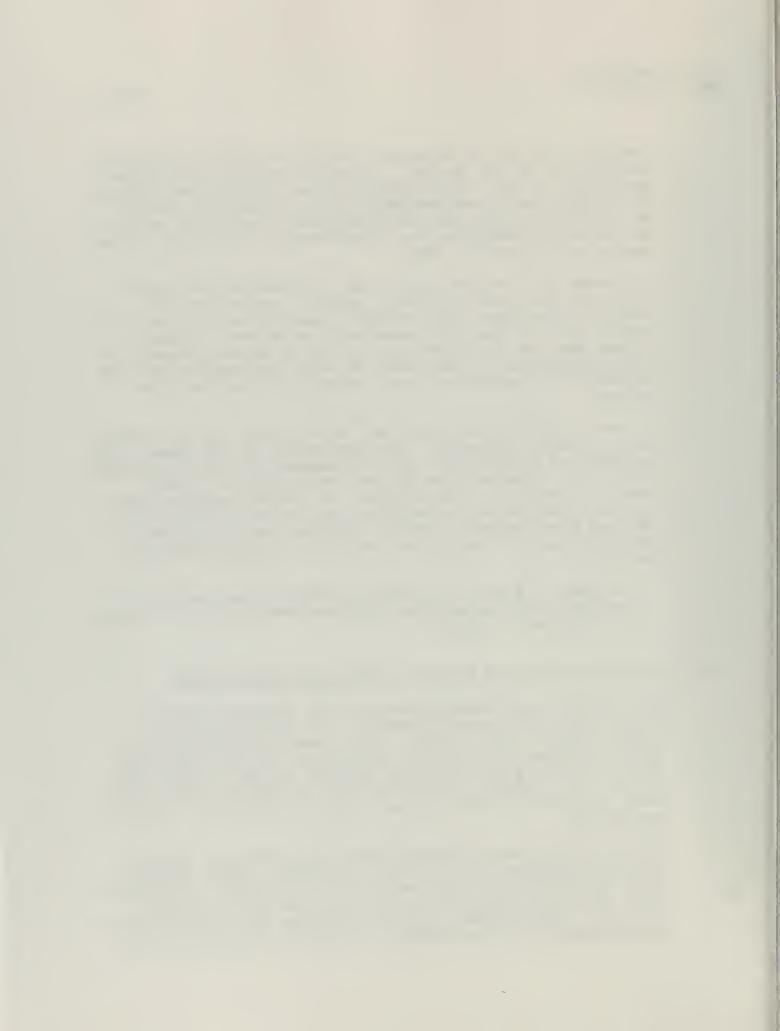
It was clarified that only the vacant space in the senior area is being requested. No furnishings or equipment will be required because YCD will be responsible for furnishing their own. Commissioner Palega asked that Dr. Moses submit a letter to that affect. Dr. Moses remarked that the requested space is satisfactory for his purposes and thanked the Commission and Mr. Pitcher for his support. (Mr. Pitcher will notify Dr. Moses of the subcommittee meeting.)

ACTION: A motion was made by Commissioner Madison, seconded by Commissioner Ettinger and carried to accept Mr. Pitcher's report.

VI. DISCUSSION-WILLIAM MARQUIS, GOVERNING BOARD MEMBER

Mr. Pitcher had communicated with Dr. Marquis shortly after the last Commission meeting for confirmation of being placed on the agenda. Dr. Marquis stated that he wanted information from the Commission and the Advisory Board regarding the culinary program, prior to reporting on it. Dr. Marquis will be willing to report back at the next Commission meeting after acquiring feedback from the two groups.

It was Dr. Marquis' understanding from the last meeting that City College would provide community input--names from the Educational Advisory Council and this Commission with regards to the Hotel and Restaurant/Culinary Arts Program. The proposal that Dr. Marquis had presented for consideration by the community was that 25 slots be set



aside. The inquiry whether that proposal to mitigate the \$300,000 has been set aside or any other monies and the answer is "no". This was a separate and mutually exclusive recommendation that should be taken up by this Commission and the Advisory Board. Dr. Marquis hopes that in the deliberation of that that he would be in a position to report to the SFCCD Governing Board at their upcoming meeting on May 23rd. Commissioner Palega questioned if the Advisory Board had met on this issue. Dr. Marquis was not knowledgeable of this, however, it was his understanding that there was a meeting scheduled for May 2nd.

Commissioner Madison stated that there has been a lot of confusion in his mind about Dr. Marquis' role/position on the culinary program. There has been a lack of good faith on the part of Dr. Marquis, in relating to the Governing Board what this community want in terms of the culinary program.

Commissioner Madison asked Dr. Marquis for his evaluation of the need for the feasibility and desirability of having the culinary program housed in this building. Dr. Marquis responded that at a previous meeting, he spoke of his personal perception about the need for quality educational programs that would, in fact, enhance people's life skills, that would contribute to the opportunity for jobs and career advancement, and that would lead to diplomas and degrees as offered by City College—his general perception of educational opportunities that should be available in conjunction with this Commission and specifically with the Advisory Council. Within that framework, he made comments and he was not sure to which comments Commissioner Madison was making reference to at this point.

Commissioner Madison stated that it would perhaps be pointless to rehash what comments he was relating to. Commissioner Madison asked Dr. Marquis how he felt about having the culinary program in this building? Dr. Marquis believed that there should be such a program should the community desire. Any consideration for such should be balanced against realities that everyone has to face, such as the budget. The Chancellor did discuss that at the last meeting, namely, that City College was facing the projected short fall of almost \$6 million.

The monies that were set aside through the Kopp legislation for enhancements/capital improvements for programs



were separate decisions. However, it had some weight on City College with regard to the operation of the program and there would be some impact unless additional funding support was received. It was reminded in community discussions with regard to how the district would support (the Chancellor had identified half a million dollars that were necessary to support the program after these improvements were made).

It is public knowledge that the Governing Board met on May 8th at which a new administrative structure was adopted. One of the net results of that new administrative structure initially is the 36% reduction in the administrative overhead, specifically personnel (approximately 46 administrators). Those are the kinds of hard decisions that the Governing Board has to make. So, if they are to start by making decisions that are going to affect people's lives, they also have to consider the overall picture. In essence, that is what the Governing Board was called on to do as stewards of the public constituents, as taxpayers who elected them to office with the expectation of providing quality services and balance them against certain realities—in this case, fiscal constraints.

Commissioner Brown questioned if the reduction will affect the faculty assignments? Dr. Marquis responded not directly, but the district has been in a consolidation/streamline mode for about the past two years and this is the end results of that process. The Governing Board was presented with an extensive study that was made by an outside consulting firm with a recommendation on how the district should be reorganized. It is Dr. Marquis' belief that this will make the institution more faculty driven. This would not affect the culinary program.

Commissioner Madison stated that presumably this administrative streamlining is being done to improve the administrative organization, to save money and to create an opportunity to convert some of that administrative budget into educational programs. Dr. Marquis responded that he was not in a position to make comments on how the relative cost savings will translate into the improvement of the educational phase.

Dr. Marquis' personal observation is that this is the largest single campus community college in the United States. The way it expanded over the years made it top heavy, very expensive and unaffordable. This process was facilitated by the fact that there was a number of

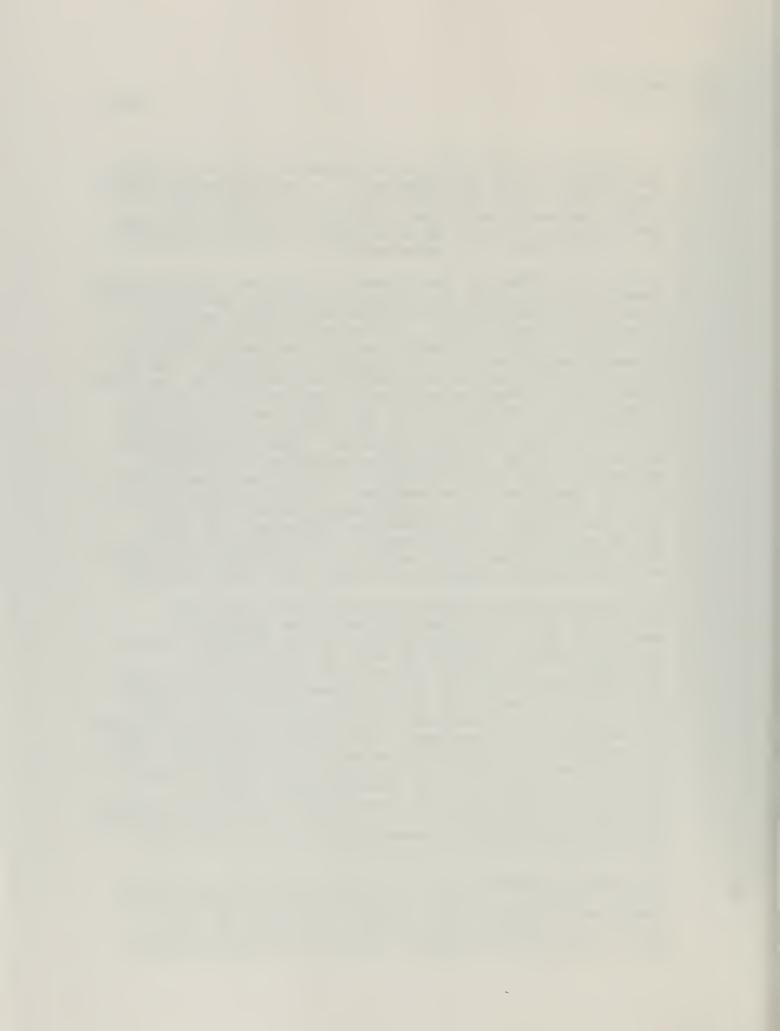


retirements--taking the golden handshake, which provided the district with the opportunity to streamline or consolidate their lines of communication, to enhance the effectiveness in efficiency of the day-to-day operation, and to bring into the decision-making process new staff who did not have that opportunity.

Commissioner Madison questioned if there was a possibility that the elimination of these high position monies can be deferred to educational programs such as the culinary program at this facility. Dr. Marquis stated that he was not expert enough to comment on that and will withhold comments until receipt of requested information. He will bring this back to the Chancellor and ask him to shed some light on it. When he returns at the invitation of the Commission to the meeting of May 22nd, perhaps he could report on it. At this point, the district is reviewing how to maintain a viable operation. The consolidating/ streamlining the administrative structure was clearly embraced by the faculty--they felt that the organization was top heavy as far as managers. It is obvious that the faculty felt that some of the monies could be diverted from the savings into educational programs; but again, Dr. Marquis was not in a position to comment on the direct relationship between the reduction in the administrative overhead and the diversion of those funds into programs.

Commissioner Brown expressed concern that when the Chancellor was here, that the Mayor was brought in-seemingly, to have the Committee of the Commission make a decision without sharing it with the rest of the Commission. The Chancellor made an inaccurate statement that the Commission was at an impasse rather than coming back to this Commission stating that there is an issue that needed to be resolved. Commissioner Brown questioned the status of the equipment requisitions that were signed to establish the culinary program for this facility. was informed by Pastor Calvin Jones, Jr. that he spoke to Dr. Marquis and it was his understanding that the Commission had adopted the recommendation for the 25 slots and students were needed to fill them. Commissioner Brown was concerned about the communication line between the Commission and certain individuals.

Dr. Marquis stated that in his meeting with Deputy Mayor Claude Everhart in March, Dr. Marquis was informed that there was a request made sometime last year by this Commission that the Mayor's Office be involved in some way. Deputy Mayor Everhart indicated that Commissioner



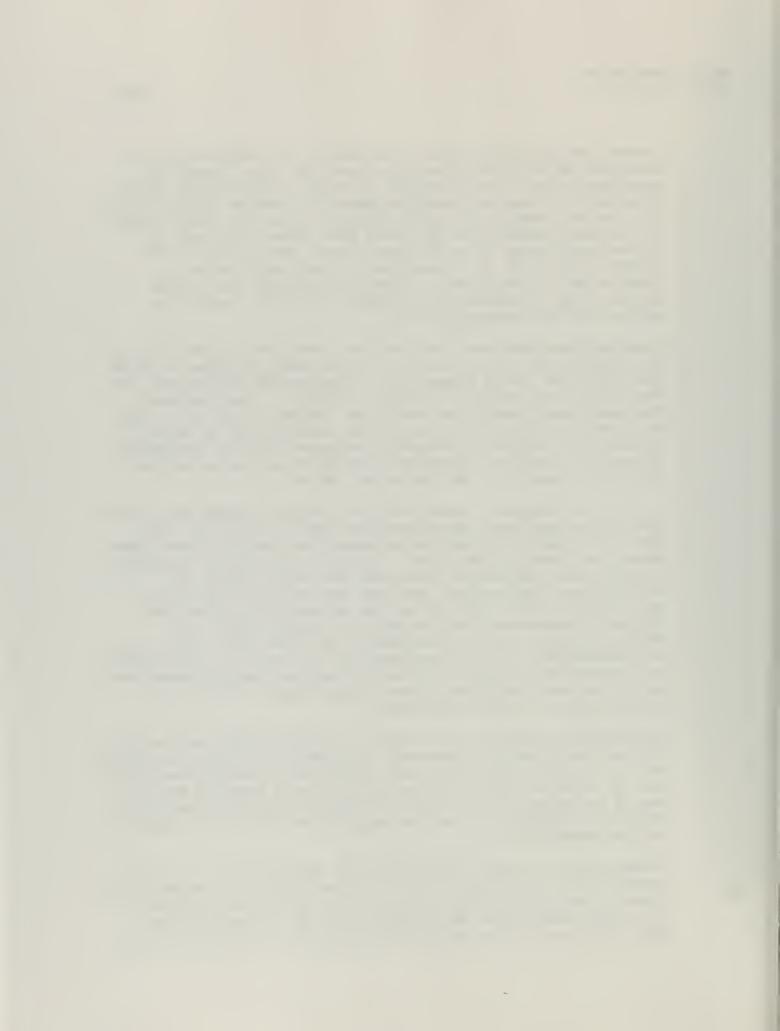
Jones had reaffirmed the interest of the Commission to have the Mayor sit in on this meeting. (Dr. Marquis suggested that clarification be sought from Deputy Mayor Everhart.) When Dr. Marquis spoke to Pastor Calvin Jones, Jr., he did not lead him to believe that this Commission or Advisory Board had embraced this idea, instead, it looked as though it will take affect and Pastor Jones might want to be in a position to work with this Commission in starting to identify persons for those slots. (Mr. Pitcher will inquire from Dr. Owens the status of the requisitions.)

Commissioner Madison recalled Dr. Marquis' remark that if the community was in favor of a culinary program in this facility, he would support it. Everything indicates that the community wants a culinary program. Commissioner Madison questioned what would Dr. Marquis take as a sign of community support—what is he looking for to demonstrate that there is community support in this building? Secondly, would Dr. Marquis then be an advocate on the Governing Board, if he perceived this?

It was Dr. Marquis' recollection that he stated he is for quality educational programs that did not lead to dead end. He clarified how the proposal of the 25 slots came about and what it entailed. Commissioner Brown explained Commissioner Madison's question and stated that Dr. Marquis was responding, but not answering the question. Dr. Marquis felt that given the expenditure funds for capital improvement and using the numbers that the Chancellor has put on the table, if there were some way, in partnership, that necessary monies could be identified to operate this program once the capital improvements are here, he would welcome those suggestions (to work in partnership in that direction).

Commissioner Madison felt that Dr. Marquis did not answer the second question, however, he understood what was being said. In that, if there were sufficient monies available and it was not hard to have the culinary program here, he would be supportive. What has not been said is what Dr. Marquis considers to be the representation of the desires of the community.

Commissioner Palega felt that this approach was a little unfair to Dr. Marquis. Dr. Marquis has stated where he is supportive of the program and it is unfair to put him on the spot when there is no money and it is unrealistic. The first point was well taken, but it is unjust to say

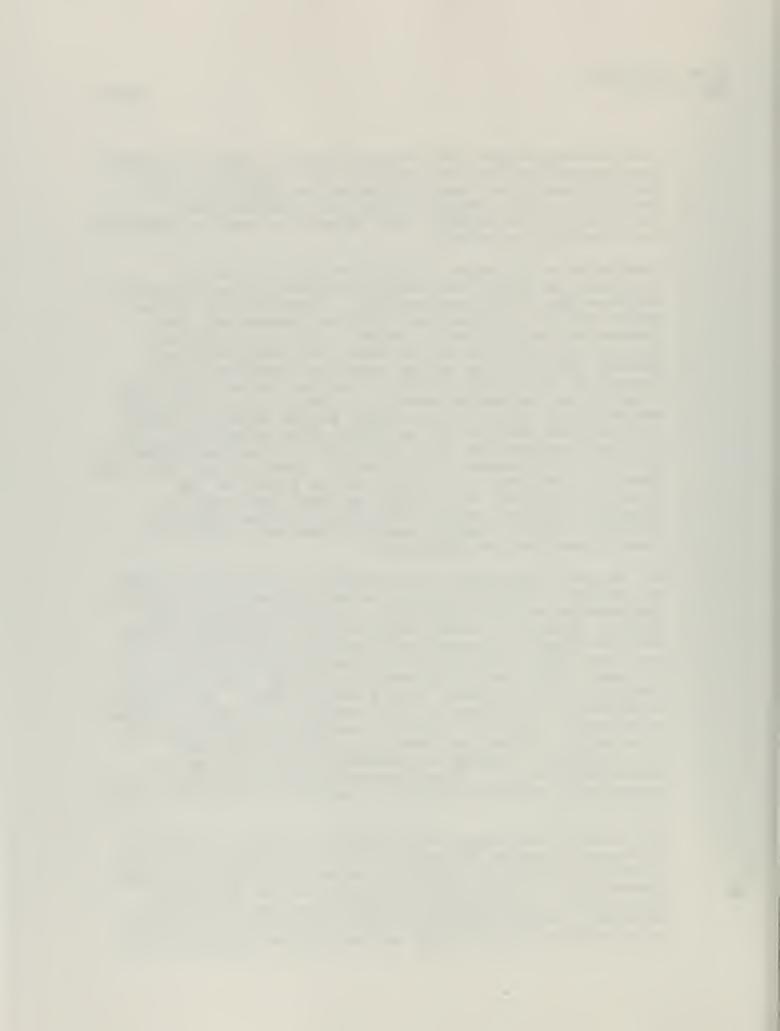


that no matter what the community wants, even if it means the program failing, Dr. Marquis will support it. Dr. Marquis should not have to pledge his loyalty to one particular group because of all the problems that surround this community. Dr. Marquis is here to represent the community as a whole.

Commissioner Ettinger felt that there is a lot of confusion to people who reside outside of the area as to who does speak for the community. Commissioner Palega noted that in all meetings with the Chancellor, the Chancellor was advised to consult with the concerned parties and not only Dr. Marquis. Persons residing outside of this area cannot speak for programs to be housed in this neighborhood. They can collectively come together and agree on something. This is an issue that keeps coming up and Commissioner Palega thought it had already been addressed. Dr. Marquis is quite clear of that and whatever he does on his own, he is aware that he would have to answer to this body. Everyone has their own personal preference and it is not in place for the Commission to use it to bring out what they want to support; instead, what Dr. Marquis's duties are while serving on the Governing Board to make sure that he reports back to the community.

Ms. McDowell expressed her feelings on the lack of funds to operate the culinary program and her desire to have it implemented at this facility. Mr. Pitcher noted that several years ago, there were several interested groups who contacted him regarding starting a culinary program here and they were referred to the director of the college. The district's position at that time was that they planned to support such a program here. Mr. Pitcher understood the dilemma of the community colleges in terms of monies. There are a lot of courses being offered in this building that the community residents are not participants. Perhaps consideration can be given to eliminating some of those courses for the sake of operating a culinary program. How much of a savings would be involved?

Dr. Marquis did assure the Commission that he would not allow any inequity in terms of how the budget short fall is spread across the district, about \$1.5 million. This community will not be disillusioned to the district's short fall. Dr. Marquis concluded that as an elected official, he felt that there are some things that needed to be done at City College and being more responsive to



the needs of all communities that were non-served. He felt that he had the expertise, professionally and educationally to make those kinds of decisions that would turn around City College. He is accessible in that his heart, place of business and family are in this community.

Prior to the meeting of May 22nd, Dr. Marquis requested the input from the community, namely, this Commission and the Advisory Board with regards to the culinary arts/hotel and restaurant program; and how he can articulate the position of this Commission and Advisory Board to his fellow trustees with regards to shaping the educational programs out here. He did not come to dictate to the Commission in what he thinks should be--in fact, it is vice versa.

Commissioner Brown indicated that there was an extensive article in the Chronicle newspaper about the culinary program. (Mr. Pitcher will have the article duplicated for the Commissioners' perusal.)

Commissioner Palega thanked Dr. Marquis for his attendance at the meeting.

VII. REPORT-JUANITA OWENS, SOUTHEAST CAMPUS

Dr. Owens asked to be excused because she was attending a retirement function for some of her colleagues. Her report will be deferred until the next Commission meeting.

VIII. NEW BUSINESS

No new business to report.

IX. PUBLIC COMMENT

Commissioner Brown reported that there was an article in the newspaper on May 8th, regarding Hunters Point and the Navy. The Mayor proposed that Hunters Point be given back to the City so that it could be used for the benefit of San Francisco. There was another article on May 5th regarding the Third Street renovation. There are developments occurring within this community that were previously mentioned by the Mayor and is now a reality.

Commissioner Madison announced that there was an editorial

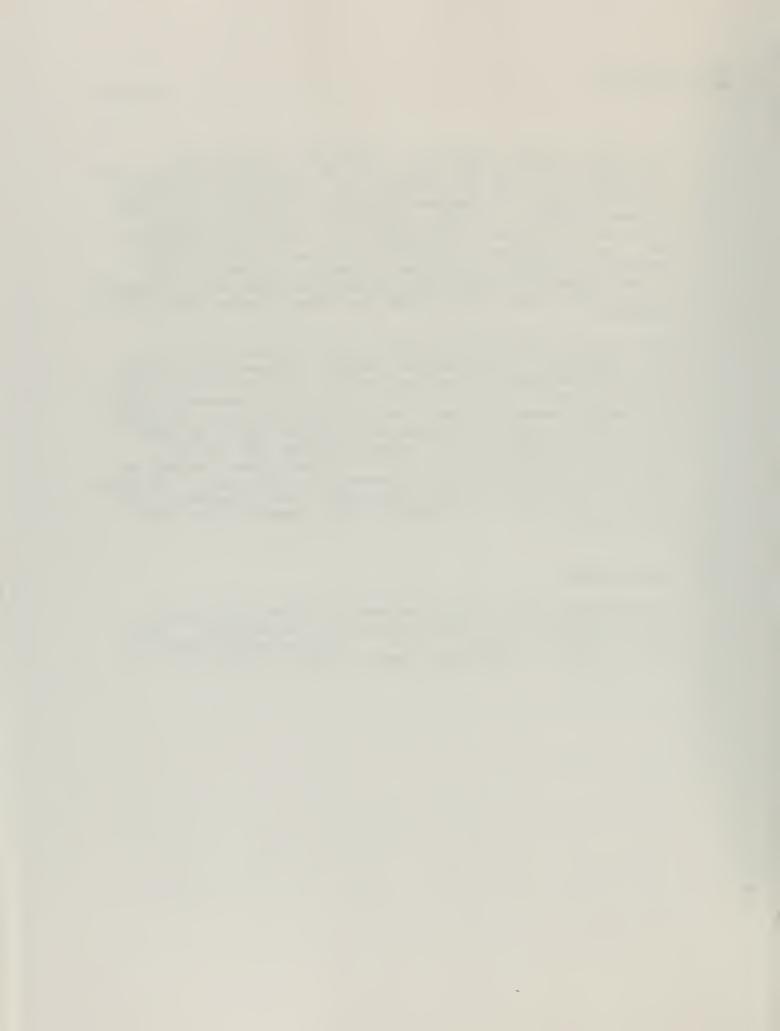


in the Chronicle that day, calling for the private utilization of Hunters Point and criticizing the Mayor for proposing that the City become the landlord of the ship-yard property. It claimed that the interest of the City is best served by private development of the shipyard. Commissioner Madison encouraged all community residents and tenants of the shipyard to make sure that the City becomes the landlord of that property. (Commissioner Palega asked that Commissioner Madison apprise Mr. Pitcher of pertinent meetings so that the other Commissioners can attend.)

Mr. Pitcher indicated that the focus of the City is on this community (southeastern sector) because this is the last undeveloped section in the City. Private enterprises wanted to move into this area in the 60's, however, there was enough power at that time to stop that from occurring. The private property groups had an opportunity to take over the property as full owners or have the federal government take them back. Mr. Pitcher spoke further of the development and the uniqueness of this area. With the changes occurring in this community, this Commission will play a major role in salvaging this community for its residents.

X. ADJOURNMENT

A motion was made by Commissioner Ettinger, seconded by Commissioner Brown and carried for adjournment. The meeting adjourned at 7:30 p.m. The next regular meeting will be held on <u>Wednesday</u>, <u>May 22</u>, <u>1991 at 6:00 p.m.</u>





ART AGNOS Mayor

Shirley Jones President

Sululagi Palega Vice President

Bobbrie Brown

Matt Ettinger

Ethel Garlington

Scott Madison

SOUTHEAST COMMUNITY FACILITY COMMISSION CITY and COUNTY OF SAN FRANCISCO

NOTICE OF MEETING

WEDNESDAY, MAY 22, 1991

6:00 P.M. 1800 Oakdale Avenue, Dining Room Area San Francisco, California DOCUMENTS DEPT.

MAY 2 1 1991

SAN FRANCISCO PUBLIC LIBRARY

AGENDA

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF MINUTES May 9, 1991
 - IV. COMMUNICATIONS
 - V. REPORT Todd Cockburn, Executive Director, CWP or designee
- VI. DISCUSSION Proposed Culinary Program
- VII. DISCUSSION Dr. William P. Marquis, Member, Governing Board
- VIII. REPORT Facilities Sub-Committee
 - IX. NEW BUSINESS
 - X. PUBLIC COMMENT
 - XI. ADJOURNMENT



SOUTHEAST COMMUNITY FACILITY COMMISSION CITY and COUNTY OF SAN FRANCISCO

ART AGNOS Mayor

Shirley Jones
President

Sululagi Palega

Vice President

Bobbrie Brown

Matt Ettinger

Ethel Garlington

Scott Madison

M I N U T E S
WEDNESDAY, MAY 22, 1991
6:00 P.M.
1800 Oakdale Avenue
San Francisco, California

DOCUMENTS DEPT.

JUN 7 1991

SAN FRANCISCO PUBLIC LIBRARY

I. CALL TO ORDER

The regular session of the Southeast Community Facility Commission was called to order by Commissioner Jones, President, on this date, commencing at 6:15 p.m.

II. ROLL CALL

Commissioners

Present: Commissioner Bobbrie Brown

Commissioner Matt Ettinger Commissioner Ethel Garlington Commissioner Shirley Jones Commissioner Scott Madison

Excused: Commissioner Sululagi Palega

Others Present: Alex Pitcher, Public Affairs Manager, CWP; Rufus Davis, BVHP Crime Abatement Committee; Laroy McDonald, Business Development, Inc.; Espanola Jackson-Sims, resident; Maryam Rashada, Advisory Board Chairperson; Ella Stoneham-Brown and Willie McDowell, Public Affairs, CWP; and Liz Palega, CCSF/SECF Commission.

III. APPROVAL OF MINUTES

A motion was made by Commissioner Brown, seconded by Commissioner Ettinger and carried to adopt the minutes of May 9, 1991 with necessary corrections.

IV. COMMUNICATIONS

The following communications were submitted for the Commissioners' perusal:

- a) March 29th Letter from Senator Kopp addressed to Chancellor Dobelle requesting an explanation of the reallocation of Kopp monies from the culinary program to the vocational nursing program. It was noted that the Commission is in opposition of such a proposal.
- b) May 10th Follow-up letter from Senator Kopp to Chancellor Dobelle regarding a response to the letter of March 29th.
- c) May 16th Response from Dr. Owens to Mr. Pitcher regarding the status of the equipment for the culinary program. To date, there has been no receipt of such equipment at the Southeast Campus.

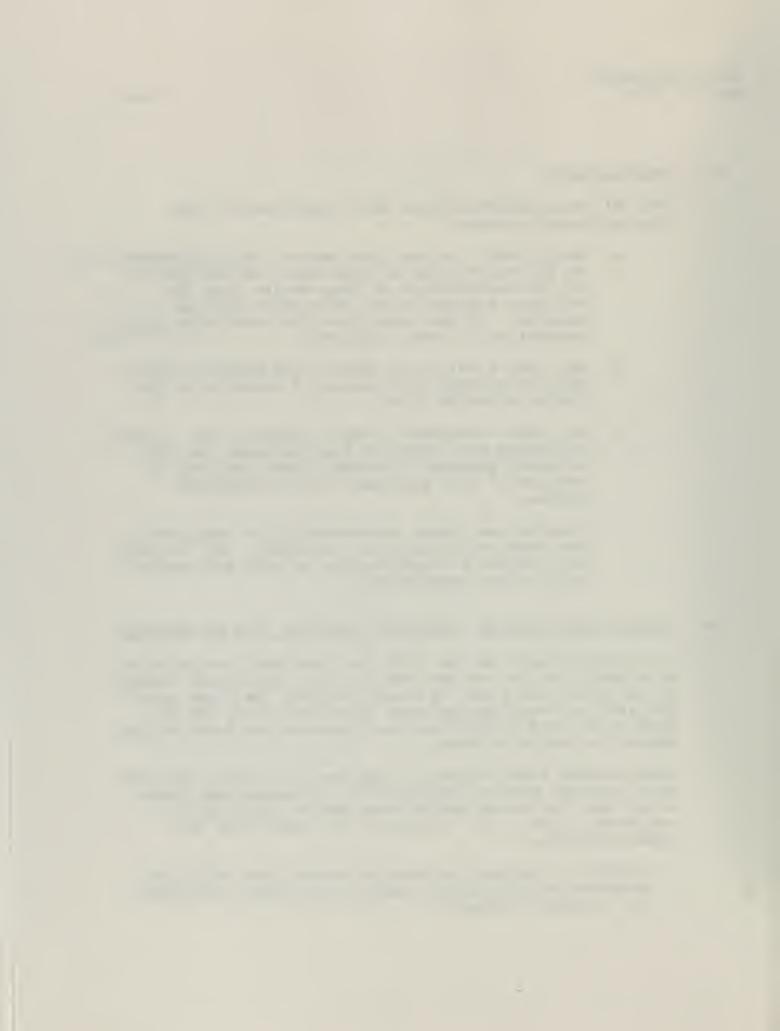
Commissioner Brown questioned if the equipment was ordered/processed or canceled. (Mr. Pitcher will obtain a clarification on this and report back to the Commission.)

V. REPORT-TODD COCKBURN, EXECUTIVE DIRECTOR, CWP OR DESIGNEE

Mr. Pitcher reported that FEMA has completed the painting of a small portion of the EPMC that was earthquake damage. On May 23rd, DPW plans to start painting the other part. The lawn surrounding the three satellite sites and the EPMC is in need of cutting, but there are no funds in the budget to have this done.

Commissioner Brown suggested that help be sought from the work furlough program (Project 20). Commissioner Jones added that the Conservation Corp can be contacted for assistance also. (Mr. Pitcher will investigate the possibilities.)

ACTION: A motion was made by Commissioner Ettinger, seconded by Commissioner Brown and carried to accept Mr. Pitcher's report.



VI. DISCUSSION-PROPOSED CULINARY PROGRAM

Mr. Pitcher suggested that one voice be heard from this community. Since the Advisory Board is also trying to determine some answers in terms of the culinary program, perhaps the Commission could request that members of the Advisory Board attend the next Commission meeting and have a joint discussion to try to arrive at one recommendation. This would be more effective than each group voicing a different recommendation.

Ms. Rashada reported that the Advisory Board met with the Mayor and Chancellor. During the meeting, Dr. Marquis suggested that a task force be established comprising of members of the Advisory Board and Commission. The task force will be a working group to plan the overall educational programming for this campus.

Dr. Owens had offered to serve on the task force and Ms. Rashada requested volunteers from the Commission. Commissioner Jones had attended the last Advisory Board meeting and reinforced the need for participation of the Commissioners on this task force.

Commissioner Madison questioned if the task force would concentrate primarily on the culinary program? Ms. Rashada responded that the main focus would be the culinary program and the expenditure of the Kopp monies (the planning of how the \$300,000 will be spent on this campus). In exchange for postponing the implementation of the program here, assurance was made that 25 students from this campus would be trained in the hotel and restaurant program at City College.

Commissioners Brown, Garlington and Madison volunteered to serve on the task force. (Commissioner Jones asked that a letter be forwarded to Ms. Rashada to that affect.)

Commissioner Brown clarified that the Commission did not accept the proposal of the 25 slots and no decision has been made. It was Ms. Rashada's understanding that the decision was the Chancellor's to make and not this Commission. The 25 slots was to compensate for the funds.

Commissioner Brown specified that the 25 slots is a recommendation. There are alternatives for the expenditure of the funds in which the Commission has to make a decision on.



Mr. Pitcher suggested that the Commission work with the Advisory Board to arrive at a decision as quickly as possible--perhaps 30-60 days maximum.

Ms. Jackson-Sims stated that there seems to be a misunderstanding on the part of Ms. Rashada regarding the role of this Commission. Perhaps no explanation has been provided to the Advisory Board regarding the reason for the involvement of this Commission in the culinary program.

Ms. Rashada expressed that she might have missed hearing something at the meeting with the Mayor because she did not hear that the recommendation of 25 slots was not accepted.

Commissioner Jones stated that it was mentioned that a report of the meeting would be brought back to the full Commission, and it was. However, the Commission did not make a decision and it was Commissioner Jones' understanding that the Advisory Board and Commission would determine how to expend the Kopp monies.

Commissioner Brown noted that in this case, should the culinary program be selected, it would be up to the Chancellor to make it work and come up with the funding-but the decision lies here and not with the Chancellor.

In conclusion, Ms. Rashada announced that the next Advisory Board meeting is scheduled for June 6, 1991.

VII. DISCUSSION-WILLIAM MARQUIS, MEMBER, GOVERNING BOARD

Mr. Pitcher reported that Dr. Marquis contacted him and stated that he is willing to work with the Commission, but that he would like to meet with the Commissioners after the two groups have made a decision. Dr. Marquis had extended an invitation to the Commission to attend the Governing Board meeting on May 23rd at 6:30 p.m., 33 Gough Street.

VIII. REPORT-FACILITIES SUBCOMMITTEE

Commissioner Brown reported that the subcommittee met on May 15th to discuss the request made by Dr. Moses regarding occupancy of the vacant space in the senior area. Dr. Moses submitted the letter required stating



that the landlord would not be responsible for furnishings, equipment, garbage and custodial maintenance. In exchange for that, it was agreed by the subcommittee to allow YCD temporary housing for two months at free of charge. This decision was made because of the length of time it would take to go through Real Estate procedures and YCD needs the space immediately.

The recommendation of the subcommittee to the full Commission is that: "YCD be allowed to use this facility for a period of two (2) months, with the understanding that should the need surpass the allotted time, YCD will return to the Commission for reconsideration." The move is contingent on that YCD provide the Commission with a copy of their insurance policy prior to moving in.

Commissioner Jones added that the YCD Board of Directors met earlier that day and the bids for the renovation of the building at 1715 Yosemite are still open. Based upon this information, it was requested that the Commission extend the agreement for no less than 30 days and no more than 90 days—dependent upon when the contractor will be able to start.

Mr. Pitcher suggested that the Commission approve the period of usage and keep the starting date open--according to when the bids for a contractor could be settled.

ACTION: Commissioner Ettinger moved, seconded by Commissioner Garlington and carried to accept the recommendation of the subcommittee with the starting date open.

IX. NEW BUSINESS

No new business to report.

IX. PUBLIC COMMENT

Commissioner Madison brought photographs and information of shippard businesses for the Commissioners' review. Mr. Pitcher will arrange a tour of the shippard with Commissioner Madison.

Mr. McDonald announced that there will be a meeting on the Islais Creek Project on May 23rd in the Community Meeting



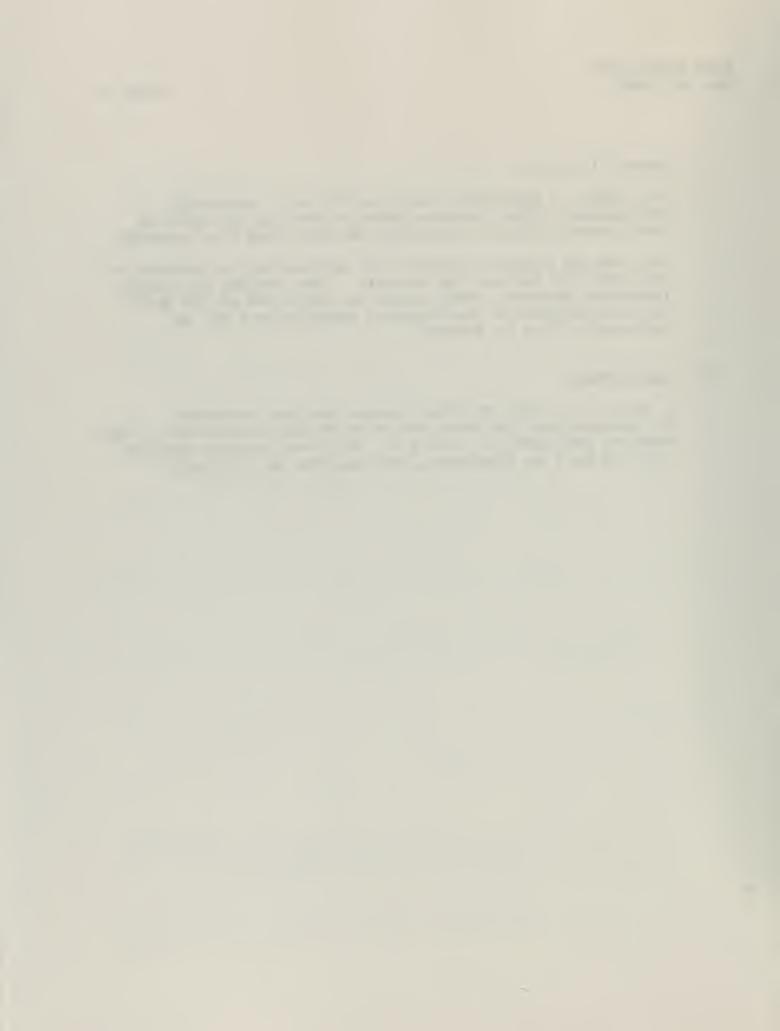
Room, 7:00 p.m.

Ms. McDowell announced that the Office of Community Development (OCD), subcommittee on housing was holding their meeting in the Community Meeting Room that evening.

Ms. Rashada requested support in preventing the closure of Sunshine and Balboa high schools. The Teenage Pregnancy/Parenting Program (TAPP) which is comprised of 70% BVHP teens is housed in the Sunshine facility and has an outreach office at Balboa.

X. ADJOURNMENT

A motion was made by Commissioner Madison, seconded by Commissioner Ettinger and carried for adjournment. The meeting adjourned at 6:50 p.m. The next regular meeting will be held on Thursday, June 13, 1991 at 6:00 p.m.





ART AGNOS Mayor

Shirley Jones President

Sululagi Palega Vice President

Bobbrie Brown

Matt Ettinger

Ethel Garlington

Scott Madison

SOUTHEAST COMMUNITY FACILITY COMMISSION CITY and COUNTY OF SAN FRANCISCO

NOTICE OF MEETING

Thursday, June 13, 1991

DOCUMENTS DEPT.

6:00 p.m.

1800 Oakdale Avenue, Dining Room Area JUN 7 1991 San Francisco, California

SAN FRANCISCO PUBLIC LIBRARY

AGENDA

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF MINUTES May 22, 1991
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 - VI. DISCUSSION Proposed Culinary Program
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 - IX. ADJOURNMENT

ASSESSMENT OF

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ART AGNOS Mayor

Shirley Jones President

Sululagi Palega Vice President

Bobbrie Brown

Matt Ettinger

Ethel Garlington

Scott Madison

SOUTHEAST COMMUNITY FACILITY COMMISSION CITY and COUNTY OF SAN FRANCISCO

M I N U T E S
THURSDAY, JUNE 13, 1991
6:00 P.M.
1800 Oakdale Avenue
San Francisco, California

I. CALL TO ORDER

The regular session of the Southeast Community Facility Commission was called to order by Commissioner Jones, President, on this date, commencing at 6:20 p.m.

II. ROLL CALL

Commissioners

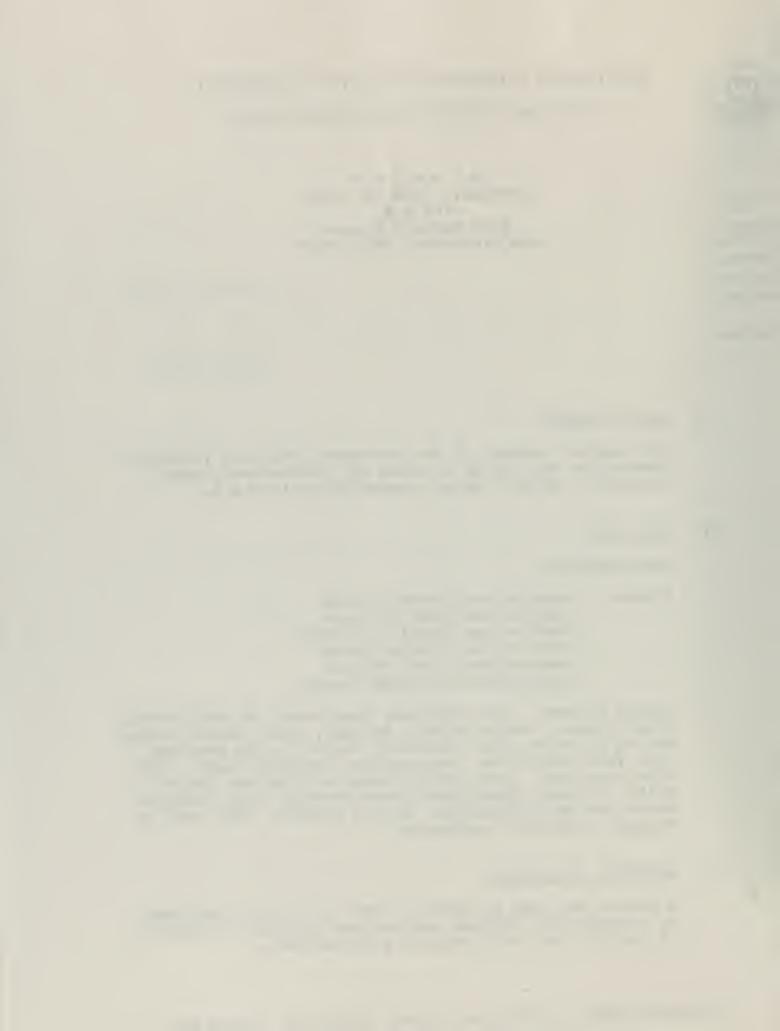
Present: Commissioner Bobbrie Brown

Commissioner Matt Ettinger Commissioner Ethel Garlington Commissioner Shirley Jones Commissioner Scott Madison Commissioner Sululagi Palega

Others Present: John Rathsam, Department of Real Estate; Alex Pitcher, Public Affairs Manager, CWP; Juanita Owens, Acting Director, CCSF Southeast Campus; Anita Martinez, CCSF Vice Chancellor, Instruction; Jennifer Biehn, CCSF Vice President, Instruction; Aurelia Price and Louise Smith, Advisory Board/Task Force Members; Ella Stoneham-Brown and Willie McDowell, Public Affairs, CWP; and Liz Palega, CCSF/SECF Commission.

III. APPROVAL OF MINUTES

A motion was made by Commissioner Garlington, seconded by Commissioner Madison and carried to adopt the minutes of May 22, 1991 with necessary corrections.



IV. COMMUNICATIONS

A letter was forwarded to the Advisory Board Chairperson listing the Commissioners serving on the task force and acknowledging receipt of notice for the June 6th meeting.

V. REPORT-TODD COCKBURN, EXECUTIVE DIRECTOR, CWP OR DESIGNEE

Mr. Pitcher reported that a phone call was received from the sign shop informing that the signs should be ready for installation the following week. Mr. Pitcher asked whether any Commissioners were interested in reviewing the signs before leaving the shop. The signs were constructed to the specifications recommended by Commissioner Jackson-Sims and approved by the full body. The locations to place the signs would be as formerly designated by the Commission. (No Commissioner desired to review the signs.)

The CWP staff has not yet had the opportunity to schedule a tour of the shipyard. Arrangements will be made with Commissioner Madison sometime in the near future. Commissioner Garlington noted that she would be on vacation for three weeks and would like to tour the area.

It was Commissioner Ettinger's understanding that some of the areas were restricted and he wanted to know if it were possible to tour all the sites. Commissioner Madison concurred that there are restricted military areas, but are not of much interest to see (three buildings that have been closed for about three years). About 6-8 years ago, the Navy sold a small parcel of land directly outside the south gate that is presently being occupied by a university, storage company and rubber molding firm. (Mr. Pitcher was asked to schedule a tour sometime in July.)

Some of the college furniture has arrived and is being stored in the dining area where the Commission meetings are held. Mr. Pitcher suggested that the meetings be moved to the Community Meeting Room on a temporary basis, commencing with the next meeting. (Notices will reflect the change of location.)

Ms. Stoneham-Brown reported that there was a break-in at the EPMC on Friday, June 7th at approximately 11:30 p.m. The break occurred after the childcare graduation, in the office adjacent from Ms. Stoneham-Brown's office. Nothing appeared to be taken and the broken door was repaired.

The EPMC still has the ADT alarm system and the police responded to the call. In the past, the alarm system was connected directly to the police department. However, with the many recipients of the service, ADT currently receives the alarm and notifies the police and authorized persons who have access to the building.

The exterior portion of the EPMC is being painted and plans are underway to include the painting of the interior in the next fiscal year budget.

ACTION: A motion was made by Commissioner Garlington, seconded by Commissioner Palega and carried to accept Mr. Pitcher's report.

VI. DISCUSSION-PROPOSED CULINARY PROGRAM

Commissioner Madison reported that the three Commissioners met with the Advisory Board on June 6th. The culinary program and proposed 25 slots were discussed. The history of the culinary planning was reviewed and the nonconstruction of fixtures (plumbing, electrical wiring, floor drainage, ventilation, etc.) in the initial planning/design of the kitchen area was questioned. At this point, it was of importance to research why those features were not constructed in the building.

It was evident that those involved in the original planning intended to include the culinary program at this facility and the architect would not have knowingly designed a commercial kitchen that lacked the fixtures described. Seemingly, at some point, someone made the decision to exclude those features. The task force needs to know how and why were those features omitted in the construction of this building because this would be the key stumbling block for the issue of the culinary program. The installation of these features is a considerable expense, along with others that have to be incurred in order to have the program here.

Commissioner Palega expressed concern regarding the response from Senator Kopp that the Commission was in opposition to a culinary program at this facility. It is a fact that the Commission at no time gave indication of not wanting a culinary program. The type of communication being delivered is of great concern and should be corrected.



Commissioner Madison indicated that the task force did not address those specific communications. Some of the advisory board members were under the impression that the Commission approved the 25 slots and that the culinary program was not possible at this site. These issues were cleared up by the Commissioners who were present at the task force meeting. There is indeed a problem with the misinformation and miscommunication on this subject. This is one of the reasons that an investigation is needed to ascertain from the initial plans where the decision was made to eliminate the fixtures that are essential to the program being at this facility.

Commissioner Palega clarified that the proposed 25 slots were not a means of cancelling the program here. He resented the assumption that this was the Commission's feeling on the matter. During the meeting with the Mayor, it was explicitly stated that the Commission desired the program to materialize at this site. It is of importance that representatives of this Commission serving on the task force be clear in that "No one on this Commission has related that they were against having the program here."

It is obvious that there was inadequate architectural foresight planning in terms of the designated space. Commissioner Palega resented that someone could assume the Commission's standpoint and make a suggestion/decision-disregarding all the meetings, time and effort involved. If the Chancellor's intent is to work with the Commission, then he needs to consult the Commission before suggestions are made.

The Chancellor did not allow the Commission what is due in terms of that process (forming a task force to research this further) because the letter was sent prior to the task force meeting. If the Chancellor has made a decision, the Commission should be informed. The actions of the Chancellor towards the Commission has been unfair because the Commission has to interact and address the community concerning the program.

Commissioner Madison stated that the recommendation of the task force was that:

"This Commission investigate the omission of the construction items that should have been in place and how it has come to be that so many people have misrepresented the position of this Commission on the question of the culinary program here."



Commissioner Garlington also expressed her resentment towards Senator Kopp's letter and wanted to know who his source of information was. The college staff have been present when there were discussions of possible avenues to take in creating a culinary program at this facility. She reiterated that at no time was it mentioned that the Commission did not want a culinary program here. When the building was constructed, Commissioner Garlington questioned the omission of the kitchen fixtures. She agreed that the initial construction plans should be acquired from the City and reviewed. She expressed further her displeasure of persons communicating erroneous information to Senator Kopp.

Commissioner Jones reported that the City had contracted with Jefferson & Associates who were the architects and constructional overseer of this building. Commissioner Ettinger questioned that during the planning process, was it agreed that certain programs would be implemented? Commissioner Jones replied that there is documentation of items agreed upon by this community. It has always been understood during the negotiations of this facility that it would have an institution with a culinary program and greenhouse.

Mr. Rathsam stated that since the cost is an issue, he suggested acquiring a set of the original plans from the City, obtain a City architect to draw up specifications to install a kitchen, and acquire bids to ascertain construction costs.

It was Commissioner Jones' understanding that during the construction stages, the fixtures were in tact for the kitchen area--as was the case with the lavatory fixtures in the childcare area. Commissioner Jones suggested that a meeting be scheduled with Mr. Pitcher, Mr. Jim Jefferson and the Commissioners to determine what went wrong. Also, simultaneously follow through with having the City architect draw up specifications.

Commissioner Garlington added that the expense and persons responsible should be discussed. Mr. Rathsam believed that since the City is the landlord and they would be putting in capital improvement, the City would be responsible for defraying the cost. Commissioner Ettinger asked that all agreements be located that were developed between the community and the City. Commissioner Brown asked to find out the current status of the requisitions that were presented.



Commissioner Palega stated that every aspect should be investigated to see if it would be feasible to have this program. Perhaps Senator Kopp could be approached for assistance in the construction of the fixtures, since there is flexibility in terms of the programs. The main factor to determine is: Is this program cost effective and if the improvements are made, can the college district make a commitment to keep the program afloat.

ACTION: It was unanimously agreed upon by the Commission to accept the recommendation of the task force.

Ms. Martinez clarified that from the college's point of view, the 25 slots were not a trade-off for the culinary program at this location. In terms of the Kopp monies, regardless of how it is to be expended on this facility-the decision would be made by this community through the Commission and task forces involved. The college district has timelines that they are committed to meet in terms of developing programs.

Ms. Biehn reported that the requisitions have been finalized, written and are ready for bid; but are on hold pending the decision of this community. Since it was mentioned that an architect would have to be secured to design the kitchen area, there is an advantage to the requisitions being on hold because of possible alterations.

Commissioner Palega stated that the Commission has voiced that they do not want a program established that is going to fail. The community has had its share of unsuccessful programs.

There was further discussion of the correspondence between Senator Kopp and the Chancellor. Ms. Martinez indicated that there has been no communication. In fact, Ms. Martinez was instructed by the Chancellor to hold off on the response until after the Commission meets and gives direction. The second letter from Senator Kopp was not answered either—awaiting the development of the Commission and because the Chancellor felt it inappropriate to respond.

There has been conversation between the Chancellor, Mayor, Commission, Advisory Board and a member of the Board of Trustee on the subject, however, no formal correspondence has been made with Senator Kopp. One of the reasons for



the college personnel attending the meeting that evening was to clarify what the district's views are and apprise the Commission that there has been no correspondence made.

The Kopp monies are not going anywhere, but direction is needed on spending them. (Ms. Martinez offered to verify with the Chancellor if there were correspondence sent to Senator Kopp, and report back to the Commission.)

Ms. Biehn concurred that the position of the Chancellor is to await the decision of the community and relay the message to Senator Kopp. Commissioner Brown could not understand why the Chancellor was confused about the community's desire. Ms. Martinez responded that the Chancellor met with one of the Trustees and community persons, and he was informed that there should not be a culinary program here.

Commissioner Palega noted that the Chancellor was informed that issues related to this community and facility should be consulted with the Commission. Ms. Martinez remarked that the Chancellor also needs the support and votes of the Board of Trustees, which is a political reality—the realization that the Chancellor has to work with the SECF Commission and the Board of Trustees. Ms. Martinez assured that if and when the Chancellor decides to respond to Senator Kopp, she would suggest that copies be forwarded to the Commission.

Commissioner Ettinger suggested that the Chancellor respond to Senator Kopp that: He is awaiting a decision from the Commission, he is aware of the situation, and perhaps identify parties that he had met with.

Ms. Martinez felt that the role of the task force was to discuss the culinary program and other broader educational and community needs. It was Commissioner Jones' understanding that this task force was to specifically deal with the culinary issue. Once that was resolved, then the task force would research other programs to house in this facility. The main focus, however, is to deal solely with the culinary program.

Commissioner Jones emphasized that the Chancellor cannot continuously take the advice of persons who do not reside in this community. If the Trustee decides to join forces with outsiders, they cannot express what is needed and/or desired in this facility. Ms. Biehn spoke to Dr. Marquis earlier that week and was informed that he is also

awaiting the direction of the Commission.

Ms. Martinez concluded that the decision will be based upon assisting the students at all sites and not hindering them. She asked that if it were inappropriate for college staff to become members of the task force, could they be informed of the meetings to be able to explain the college's perception and give input. Commissioner Palega asked that this matter be referred to the task force and that the college staff be informed of the task force meetings.

Commissioner Brown thanked Ms. Martinez for her informative report and input.

VII. NEW BUSINESS

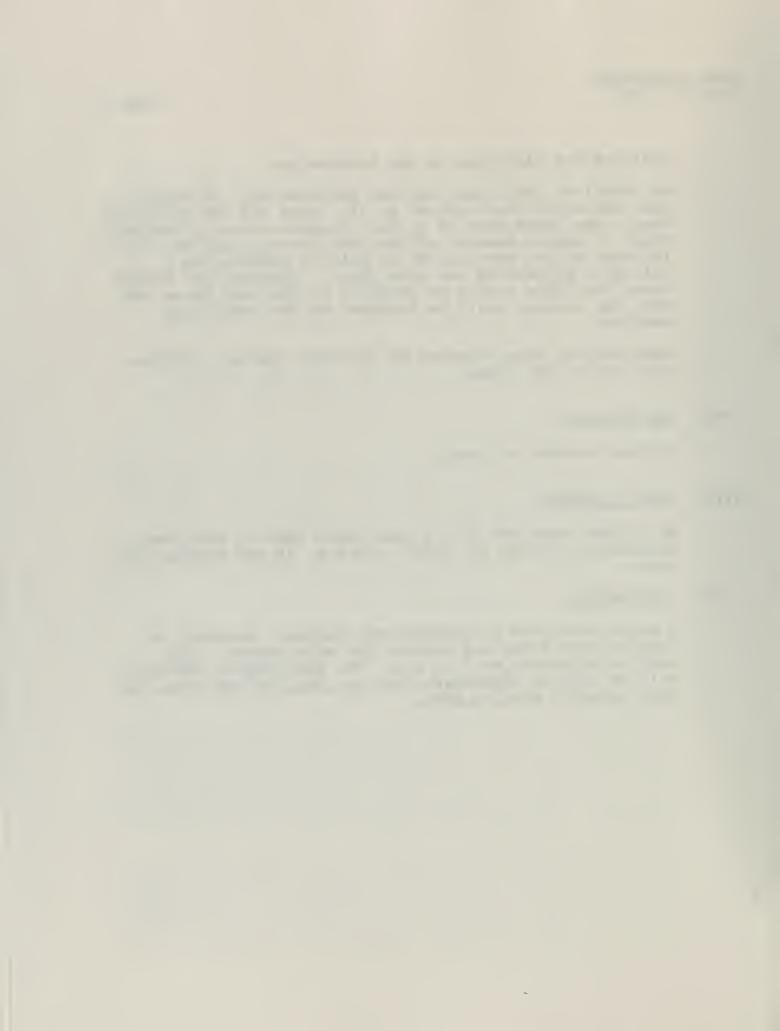
No new business to report.

VIII. PUBLIC COMMENT

Ms. Price announced that a task force meeting has been scheduled for July 18, 1991, 5:30 p.m. in the dining room area.

IX. ADJOURNMENT

A motion was made by Commissioner Madison, seconded by Commissioner Brown and carried for adjournment. The meeting adjourned at 7:30 p.m. The next regular meeting will be held on Wednesday, June 26, 1991 at 6:00 p.m., in the Community Meeting Room.





SOUTHEAST COMMUNITY FACILITY COMMISSION CITY and COUNTY OF SAN FRANCISCO

ART AGNOS Mayor

Shirley Jones President

Sululagi Palega Vice President

Bobbrie Brown

Matt Ettinger

Ethel Garlington

Scott Madison

NOTICE OF MEETING

Wednesday, June 26, 1991

6:00 p.m.

1800 Oakdale Avenue, Community Meeting Room San Francisco, California 94124

AGENDA

DOCUMENTS DEPT.

I. CALL TO ORDER

JUN 2 & 1991

II. ROLL CALL

SAN FRANCISCO PUBLIC LIBRARY

III. APPROVAL OF MINUTES - June 13, 1991

IV. COMMUNICATIONS

V. REPORT - Todd Cockburn, Executive Director, CWP or designee

VI. DISCUSSION - Proposed Culinary Program

VII. NEW BUSINESS

VIII. PUBLIC COMMENT

IX. ADJOURNMENT



ART AGNOS Mayor

Shirley Jones President

Sululagi Palega Vice President

Bobbrie Brown

Matt Ettinger

Ethel Garlington

Scott Madison

SOUTHEAST COMMUNITY FACILITY COMMISSION CITY and COUNTY OF SAN FRANCISCO

M I N U T E S
WEDNESDAY, JUNE 26, 1991
6:00 P.M.
1800 Oakdale Avenue
San Francisco, California

DOCUMENTS DEDT.

SAM FRANC PUBLIC LIBRARY

I. CALL TO ORDER

The regular session of the Southeast Community Facility Commission was called to order by Commissioner Jones, President, on this date, commencing at 6:10 p.m.

II. ROLL CALL

Commissioners

Present: Commissioner Bobbrie Brown

Commissioner Matt Ettinger Commissioner Shirley Jones Commissioner Scott Madison Commissioner Sululagi Palega

Excused: Commissioner Ethel Garlington

Others Present: John Rathsam, Department of Real Estate; Alex Pitcher, Public Affairs Manager, CWP; Juanita Owens, Acting Director, CCSF Southeast Campus; William Marquis, Trustee, SFCCD Governing Board; Ella Stoneham-Brown and Willie McDowell, Public Affairs, CWP; and Liz Palega, CCSF/SECF Commission.

III. APPROVAL OF MINUTES

A motion was made by Commissioner Ettinger, seconded by Commissioner Palega and carried to adopt the minutes of June 13, 1991 with necessary corrections.



IV. COMMUNICATIONS

The following communications were submitted for the Commissioners' perusal:

- a) Memo addressed to Mr. Cockburn from Mr. Pitcher regarding the swearing-in of Ms. Louise Jones as a SECF Commissioner on Monday, July 8th, 4:00 p.m., in the Mayor's Office.
- b) Mr. Cockburn received a notice from Mr. Pitcher concerning the reappointment of Commissioner Brown to the SECF Commission. She will be sworn in on July 8th with Ms. Jones.

Commissioners Madison and Brown received calls from the Mayor's Office that Commissioner Madison will also be sworn in on July 8th.

- c) Ms. Stoneham-Brown forwarded a memo to Ms. Careth Reid, Director of WYCDC, concerning the use of the EPMC auditorium for her summer program; and, kitchen use by the Jamestown Learning Center summer program during the month of July.
- d) Mr. Pitcher sent a correspondence to Ms. Adele Caunan, OCD Fiscal Supervisor, requesting the initiation of a carry-over process for the remaining \$4,000 to complete the painting of the EPMC in FY 91-92.
- e) An article profiling Trustee William Marquis, Ph.D.
- f) An article reflecting the response to the survey conducted last year of services and courses desired at the Southeast Campus.
- g) Mr. Pitcher received a letter from Ms. Donna Bellorado indicating that Far West Lab is no longer negotiating with ACF to become grantee for the Head Start Program.

The Real Estate Department will attempt to have Far West Lab continue its lease for another year after its expiration date in August, or seek another agency to take over the lease. At the same time, ACF will probably try to get Far West Lab to resume its operation for a year or negotiate for another grantee.

Mr. Pitcher was optimistic that the City will not allow the Head Start Program to fold--without having a grantee.



Commissioner Jones indicated that the consortium that was formed to apply for the grant last year has since disbanded to support Far West Lab. At this point, it is not known whether or not the consortium will reorganize and reapply. Commissioner Jones will be contacting Ms. Lynn Beeson and Ms. Bellorado to get a clarification. The two delegate agencies (Mission and Chinatown) and interested parties throughout the City have been meeting in terms of the Head Start issue, so that the City would be able to put something in motion and be ready for the contract.

V. REPORT-TODD COCKBURN, EXECUTIVE DIRECTOR, CWP OR DESIGNEE

Mr. Duncan has retrieved a copy of the official plans and specs for the kitchen area. The plans/specs are being reviewed and it has been determined that the plans do have all that was reported missing; except for the ducts for the vents which are still being sought. Mr. Duncan has been advised to arrange a meeting with the appropriate college and real estate personnel to discuss the plans—a report will follow when this process has concluded.

Commissioner Ettinger asked if there has been any progress in locating development agreements between the community and City--written documentation on what was agreed upon in terms of specific items provided in the buildings.

Mr. Pitcher explained that there are three distinct phases in the construction process: planning, design and construction. In each stage, there is community involvement. For this particular project, there were at least 100 community meetings/workshops from the fore planning through the end of construction.

Mr. Pitcher noted that the City does not enter into an agreement with a community and/or sign such documents. It is usually a verbal understanding through a process of meetings--where public officials have a consensus with the community on what should take place.

Commissioner Jones concurred that there were no written development agreements. There were numerous meetings in which the residents decided what they wanted developed at this site. Through that process, subcommittees were established and a committee was designated to finalize and approve the structure of the building. Later, Roger Boas, Jim Jefferson Architects and the community formed a committee to determine the contents of the building.



Lastly, the community demanded a Commission for to this facility, which was approved by the Board of Supervisor legislation.

Commissioner Ettinger noted that the community actually would have no recourse without written documentation. Commissioner Jones clarified that there is documentation of meetings and events centered around this facility, however, their whereabouts are not known.

Mr. Pitcher stated that in comparison to his past experience with City Hall and San Francisco communities, this facility and the greenhouse that were established by the City and community working together is about as close to near perfect of an agreement as any project in San Francisco. The community got more than what it bargained for—the first cost for the facility was \$15 million and ended up over \$27 million (most of which were City monies).

There are no other projects where the City and a community working together has been so successful, even though there are some shortcomings. The potential is there and the commitment the City has to the facility is real in terms of the needs of both buildings (excluding employees). This is ongoing and the City is obligated through the Clean Water Act to maintain the facility from the sewer revenues—which places it in a better position than most City facilities.

Mr. Pitcher announced that he will be going on vacation for two weeks and returning on July 15th.

The SECF/S.E. Campus signs are complete and are in the sign shop. The surveyors will observe the specific locations to make sure the conditions have not changed as initially planned, after which, the signs will be installed. Ms. Jones asked to review the signs before installation.

ACTION: A motion was made by Commissioner Madison, seconded by Commissioner Brown and carried to accept Mr. Pitcher's report.

VI. DISCUSSION-PROPOSED CULINARY PROGRAM

Dr. Marquis came to the meeting with the expectation of hearing an update from the task force relative to the



implementation of the culinary arts program and to convey that the college needs to get started on their end. Dr. Marquis questioned when the Commission will be prepared to recommend program start-up? City College, specifically the Chancellor, has retained staff encumbrance (\$35,000) to staff the program to accommodate the additional 25 students irrespective of the expenditure monies under the Kopp legislation.

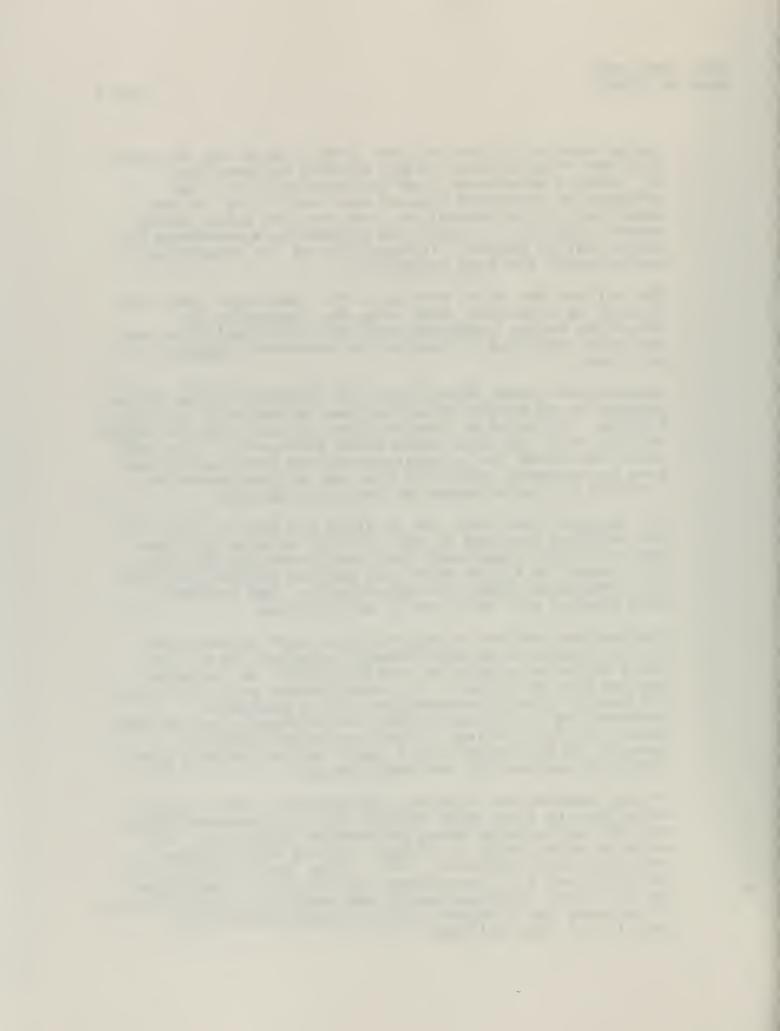
The college has to do advance work: publicize that the program is available, work with the Commission in conveying to the community that this opportunity is here, and some logistics to receive the students (support services).

Commissioner Brown stated that the progress/status of the program is no further than what was reflected in the last minutes. It would be inappropriate at this time to report on this until the task force meets next month. The task force has asked that plans/specs of the proposed kitchen area be reviewed; and there has been no consideration given to having September as the start-up date.

Dr. Marquis noted that the 25 slots and what is done to the building relative to the culinary arts program are exclusive—the commitment that the Chancellor has made with regard to hiring staff and putting notices out with the Commission about this opportunity. The culinary arts program will still be at City College.

Commissioner Madison questioned the staff incumbrance, \$35,000--would it be additionally retained for the 25 slots or for a program at this facility? Dr. Marquis replied that the person is a staff person paid for out of the general fund to accommodate the 25 persons--irrespective of whether or not the 25 persons are at this site or at City College. They are anticipating an increase in the student load (ADA), so the college puts itself in position by increasing staff.

It was Commissioner Palega's understanding that the 25 slots were to be at City College and it is separate from the culinary program being proposed at this site. It would be unrealistic to attempt getting this program implemented by September, 1991. Also, only residents of the 94124 and 94134 zip codes will be able to apply for the 25 slots. Commissioner Palega asked for clarification as to where the 25 slots would be facilitated—this facility or City College?



Dr. Marquis stood corrected—the 25 slots will be at City College. Commissioner Palega stated that the 25 slots was another offering to get more of the BVHP residents who were inadequately represented at the City College level to become more involved in the programs and activities. Commissioner Palega wanted an understanding that if the 25 slots were approved, it would not take away from this facility because research is still being done.

Dr. Marquis stated that it is the college's understanding that the capital improvements that are made here and providing educational opportunities for 25 additional persons are two separate entities. Dr. Marquis suggested that while it may take some time to resolve the issues addressed in the minutes, movement should be made as quickly as possible to put out the word in the two areas that the opportunity is available.

Dr. Marquis added that the college made a commitment to increase the number of students that can be served through the Hotel Restaurant Management/Culinary Arts Program and there is an internal process in preparation to respond to the needs of the students. Aside from hiring of a faculty, there are also support services to consider, e.g. counseling, financial aid, tutorial support, etc. The \$35,000 is for only one faculty position.

Commissioner Palega noted that this is not so much a gift, but an issue that was taken up because when the Chancellor first approached the Commission, he spoke of current services being provided to this community and not enough people being involved in City College offerings. The college district recognizes that this is more of a deficiency area that they want to make proficient as opposed to a gift. Commissioner Palega recommended that a motion be made to get the word out to the community that these 25 slots are available.

ACTION: A motion was made by Commissioner Palega and seconded by Commissioner Brown to accept the college's offer of 25 slots exclusively for those two communities, to start filling those slots and looking at August 21st as a possible starting date.

Commissioner Madison felt that the offer made by the Chancellor is an indication of good faith. He questioned if this was the sort of direction/action from this Commission that the college is seeking regarding the 25 slots.



The motion was passed by a unanimous voice vote to accept the 25 slots.

Commissioner Palega recommended that notices be posted and students recruited through the Southeast Campus--with stipulations that interested applicants for the culinary program at City College must reside within the boundaries of 94124 and 94134 zip codes.

Commissioner Jones suggested that this matter be referred back to the task force to set up a mechanism for recruiting potential students. Commissioner Brown noted that recruitment of students need immediate attention and the next meeting of the task force on July 18th would be too late, if the starting date is August 21st.

Commissioner Jones was concerned that the Advisory Board was currently in recess and there needs to some type of communication with that body apprising them that the Commission is in favor of proceeding with the 25 slots and getting the word out to the communities.

Commissioner Palega concurred, however, it is his understanding that the Advisory Board is suppose to deal with the overall curriculum for this campus and satellite sites. This program is being offered directly to the Commission.

Commissioner Jones reminded that the Commission is only the landlord of this building and there is only so much that the Commission can do. It is true that if it were not for the Commission getting this in motion, it may have died from lack of interest. She reiterated that the Advisory Board is the body that has been designated by this community to be the educational component for the Southeast Campus.

Commissioner Brown did not disagree with the process, however, her concern was that the timing is late and she would not like to see them fail in filling the slots because of falling short from the starting date. She suggested that the Advisory Board/Task Force Chairperson be contacted to schedule a special meeting.

Dr. Marquis added that he would like to participate in helping expedite the process. He did concur with the position of Commissioner Jones about the process and it is important that City College recognizes both groups and the community process.



Dr. Marquis suggested that after the Advisory Board Chairperson is contacted, that a meeting is arranged immediately with the proper City College staff. He was sure that through the Chancellor, they could move expeditiously as possible to work with the Commission and advisory board to: a) put out communications within the communities about this opportunity; and b) to talk about the logistics—making sure that the community input surrounding the logistics are recognized, specifically financial aid, transportation, tutoring, etc. so that nothing is overlooked.

Commissioner Jones wanted assurance that Dr. Owens would be involved in the process as the administrator of the Southeast Campus. (Commissioner Brown will contact the Advisory Board Chairperson, Ms. Maryam Rashada.)

Dr. Marquis stated that he looks forward to the meeting with the designated persons of this Commission and Advisory Board as soon as possible.

Commissioner Madison asked what are the resources available for publicizing this program through the community college district. Dr. Marquis replied that City College has a public affairs/ information unit and it will be well publicized within the district as well as the community-at-large. In this instance, the college would target their resources in conjunction with this Commission and the educational advisory board/task force to do what is necessary to canvas the 94124 and 94134 population.

Commissioner Madison suggested that every food service establishment be visited in the two areas to disseminate and post notices of the availability of this program.

VII. NEW BUSINESS

Commissioner Jones asked that the balloons on the ceiling be removed. She suggested that when users of the Community Meeting Room put up decorations and they are not properly removed, the user should be responsible for assuming removal costs. Some type of policy should be drawn up to reflect this. Also, there should be no decorations placed on the light fixtures.

Mr. Pitcher stated that it took \$2,000 a year and a half ago to hire a crew to remove the balloons and at that time, the idea of eliminating the use of balloons was



balloons was considered. However, it is upon the discretion of the Commission as to whether or not balloons will be allowed in the community room.

Mr. Pitcher discussed the operating procedure currently used in the community room, the fact that deposits were not accepted, the services that are rendered to users (custodian, monitor, etc.), and the rationale for not charging rental fees.

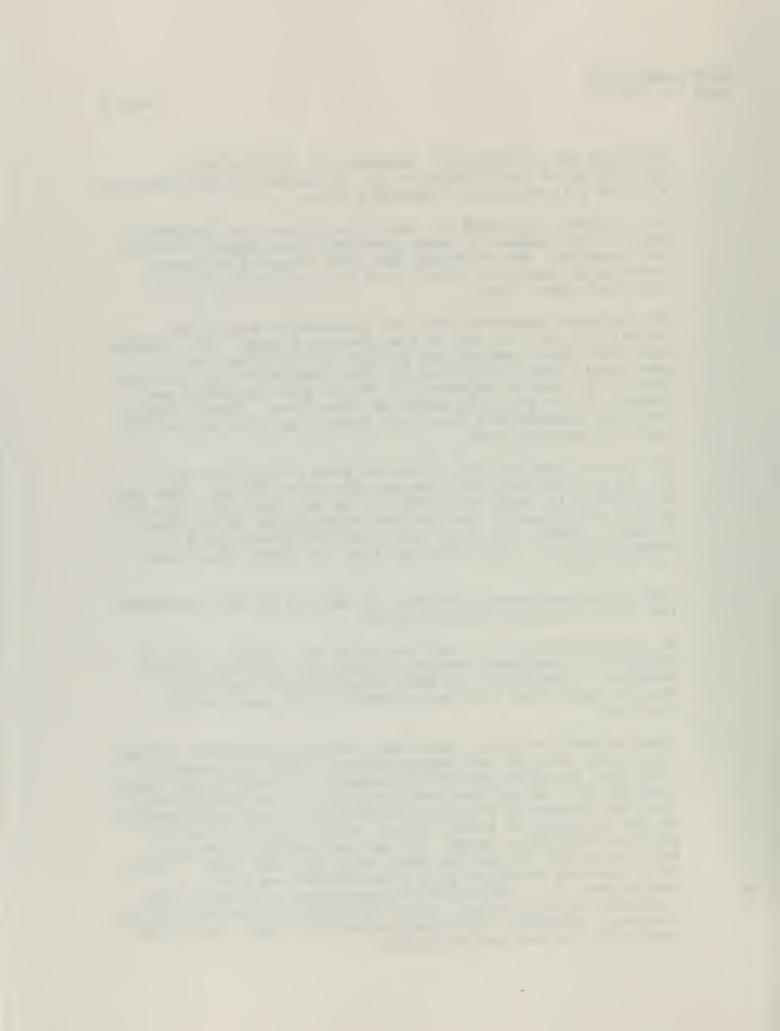
Mr. Rathsam suggested that the Commission establish guidelines for the use of the community room. Mr. Pitcher mentioned that general and specific guidelines had previously been considered by the Commission and that the current procedure appeared to be the more workable and beneficial to facility users at this time. Commissioner Ettinger recommended that this matter be referred to the facility subcommittee.

Dr. Owens plans to try to locate some historical background on the facility from the district office. She met with the Cala Foods representatives and they outlined some of the arrangements for the new supermarket on Williams Street. There will be a screening committee and the possibility of using this facility for about four weeks for training.

The plans have been received for setting up the Macintosh Lab in the former student lounge.

Mr. Jerry Wright and staff met with Dr. Owens to try to establish a business contract education with the Postal Service. A proposal has been submitted to the Postal Service outlining what was discussed and cost for the training.

Commissioner Ettinger asked what was the agreement between the Postal Service and Redevelopment Agency in terms of providing services for this community? Commissioner Jones replied that during the negotiations, it was established that the community would be involved in: the construction of the facility on Evans Street, a training program to prepare for postal exams, and persons residing in the 94124 area who passed the test would get the jobs. There were numerous meetings with representatives from Washington, D.C. who could not guarantee employment for residents of this area, under the federal laws and testing process. However, a good percentage of people from this area were trained and employed.



Commissioner Jones commended Dr. Owens and staff for their extra effort in bringing people to the childcare centers to register. About 27 persons registered. Mr. Pitcher suggested that a plaque be presented to Dr. Owens from the Commission.

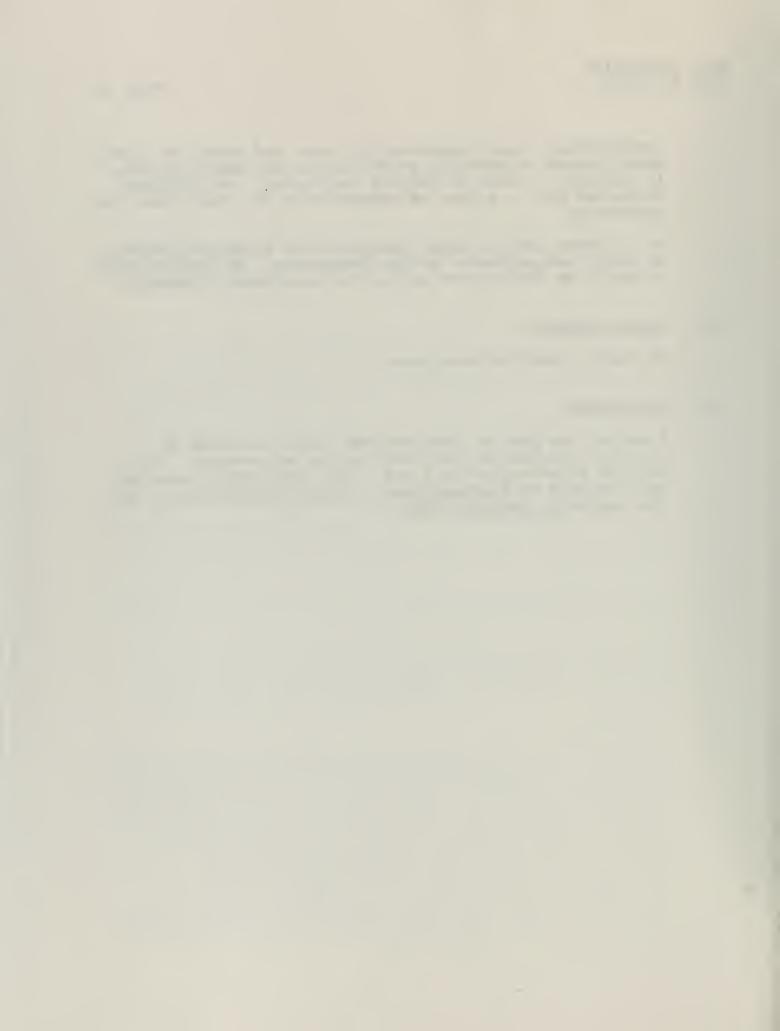
Mr. Pitcher congratulated Commissioners Brown and Madison on their reappointment to the Commission. He regrets that he would be out-of-town during the swearing-in ceremony.

VIII. PUBLIC COMMENT

No public comments were made.

IX. ADJOURNMENT

A motion was made by Commissioner Brown, seconded by Commissioner Ettinger and carried for adjournment. The meeting adjourned at 7:45 p.m. The next regular meeting will be held on Thursday, July 11, 1991 at 6:00 p.m., in the Community Meeting Room.





ART AGNOS Mayor

Shirley Jones President

Sululagi Palega Vice President

Bobbrie Brown

Matt Ettinger

Ethel Garlington

Scott Madison

SOUTHEAST COMMUNITY FACILITY COMMISSION CITY and COUNTY OF SAN FRANCISCO

NOTICE OF MEETING

Thursday, July 11, 1991

6:00 p.m.

1800 Oakdale Avenue, Community Meeting Room San Francisco, California 94124



- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF MINUTES June 26, 1991
 - IV. COMMUNICATIONS
 - V. REPORT Todd Cockburn, Executive Director, CWP or designee
 - VI. DISCUSSION Proposed Culinary Program
- VII. NEW BUSINESS
- VIII. PUBLIC COMMENT
 - IX. ADJOURNMENT

DOCUMENTS DEPT.

JUL 8 1991

SAN FRANCISCO FUELIC LIBRARY



SOUTHEAST COMMUNITY FACILITY COMMISSION

July 11, 1991

This meeting was not held.

San Francisco Public Library Government Information Center





ART AGNOS Mayor

Shirley Jones President

Sululagi Palega Vice President

Bobbrie Brown

Matt Ettinger

Ethel Garlington

ise C. Jones

Scott Madison

SOUTHEAST COMMUNITY FACILITY COMMISSION CITY and COUNTY OF SAN FRANCISCO

NOTICE OF MEETING

Wednesday, July 24, 1991

6:00 p.m.

1800 Oakdale Avenue, Community Meeting Room

San Francisco, California 94124

DOCUMENTS FORT.

JUL 2 2 1991

SAN FRANCIS PUBLIC LIBRARY

AGENDA

- Ι. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF MINUTES - June 26, 1991
 - IV. COMMUNICATIONS
 - ٧. REPORT - Todd Cockburn, Executive Director, CWP or designee
 - VI. DISCUSSION - Proposed Culinary Program
- VII. NEW BUSINESS
- VIII. PUBLIC COMMENT
 - ΙX ADJOURNMENT





ART AGNOS Mayor

Shirley Jones President Sululagi Palega Vice President Bobbrie Brown

Matt Ettinger Ethel Garlington

Scott Madison

SOUTHEAST COMMUNITY FACILITY COMMISSION CITY and COUNTY OF SAN FRANCISCO

M I N U T E S
WEDNESDAY, JULY 24, 1991
6:00 P.M.
1800 Oakdale Avenue
San Francisco, California

COCUMENTS DEPT.

AUG 1 2 1991

SAN FRANCISCO FUBLIC I IPRARY

I. CALL TO ORDER

The regular session of the Southeast Community Facility Commission was called to order by Commissioner Jones, President, on this date, commencing at 6:10 p.m.

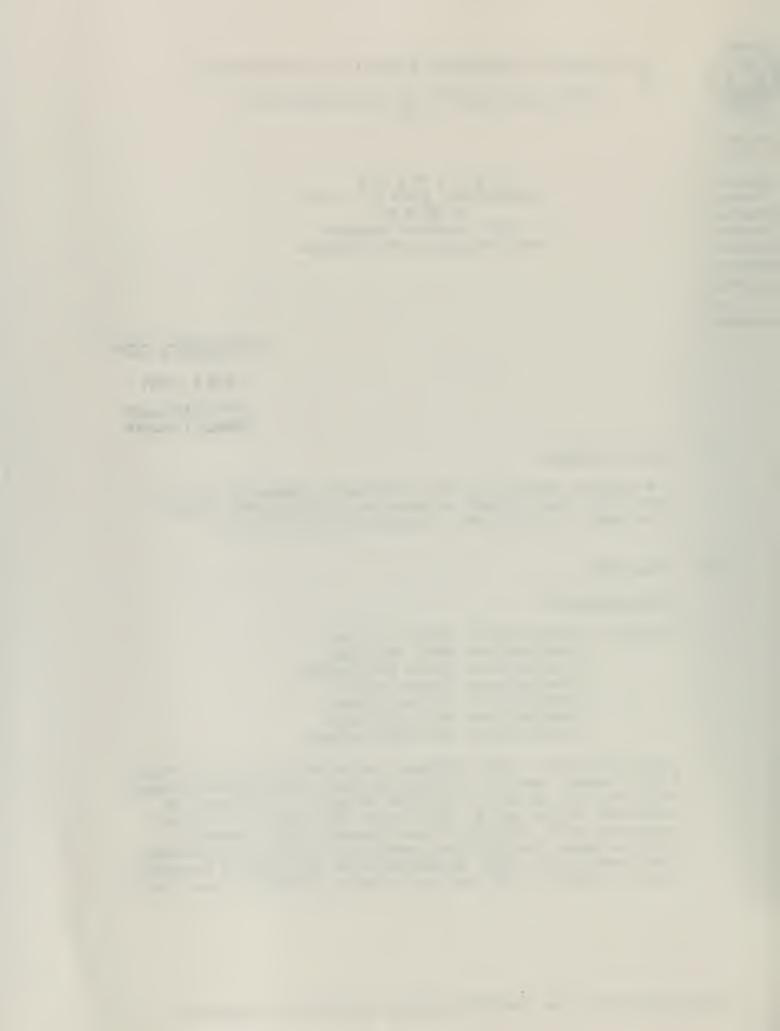
II. ROLL CALL

Commissioners

Present: Commissioner Bobbrie Brown

Commissioner Matt Ettinger Commissioner Ethel Garlington Commissioner Louise Jones Commissioner Shirley Jones Commissioner Scott Madison Commissioner Sululagi Palega

Others Present: John Rathsam, Department of Real Estate; Alex Pitcher, Public Affairs Manager, CWP; Robert Duncan, SECF Facility Manager; William Marquis, CCSF Board of Trustees; Rufus Davis, BVHP Crime Abatement Committee; Laroy McDonald, Business Development, Inc.; Espanola Jackson-Sims, New Bayview Committee; Veronica Hunnicutt, CCSF Instructor; Ella Stoneham-Brown and Willie McDowell, Public Affairs, CWP; and Liz Palega, CCSF/SECF Commission.



III. APPROVAL OF MINUTES

Commissioner Ettinger asked that Ms. McDowell's statement that was omitted in the minutes of June 26, 1991 be included:

"Ms. McDowell wanted to know about the educational ad hoc meeting concerning the Afro-American community. Dr. Marquis explained that this is an ad hoc group who expressed an interest in educational issues at City College, as it relates to the Afro-American community."

Commissioner Ettinger wanted the minutes to reflect that:
There is an educational committee that meets irregularly.
He was concerned that it was meeting so irregular that
many community residents did not know of its existence and
meetings. Commissioner Ettinger attended a public hearing
downtown where Dr. Marquis spoke as a member of that
educational committee.

When people are giving testimony before the Planning Commission or other commissions, they have a difficult time identifying "Who's who". It is important for them to be able to identify when they are talking with a verifiable group. It would be in the educational groups best interest to schedule regular meetings and make the general public aware of those meetings.

ACTION: Commissioner Madison moved that the minutes be approved as amended, seconded by Commissioner Garlington and carried by the full body.

IV. COMMUNICATIONS

No communications were submitted.

V. REPORT-TODD COCKBURN, EXECUTIVE DIRECTOR, CWP OR DESIGNEE

President Jones apologized for being absent at the last meeting. Commissioner Louise Jones, newly appointed Commissioner, was introduced and welcomed to the SECF Commission. Mr. Pitcher and staff will prepare an informational binder for Commissioner Jones.

Mr. Pitcher announced that Dr. Marquis would only be able to attend the meeting for a short period of time and asked that questions pertaining to him be asked at this time.



Commissioner Brown stated that there will be a committee report given and some issues have to be worked out that might entail a lengthy discussion. It may not be appropriate for Dr. Marquis to give a report before that agenda item comes up.

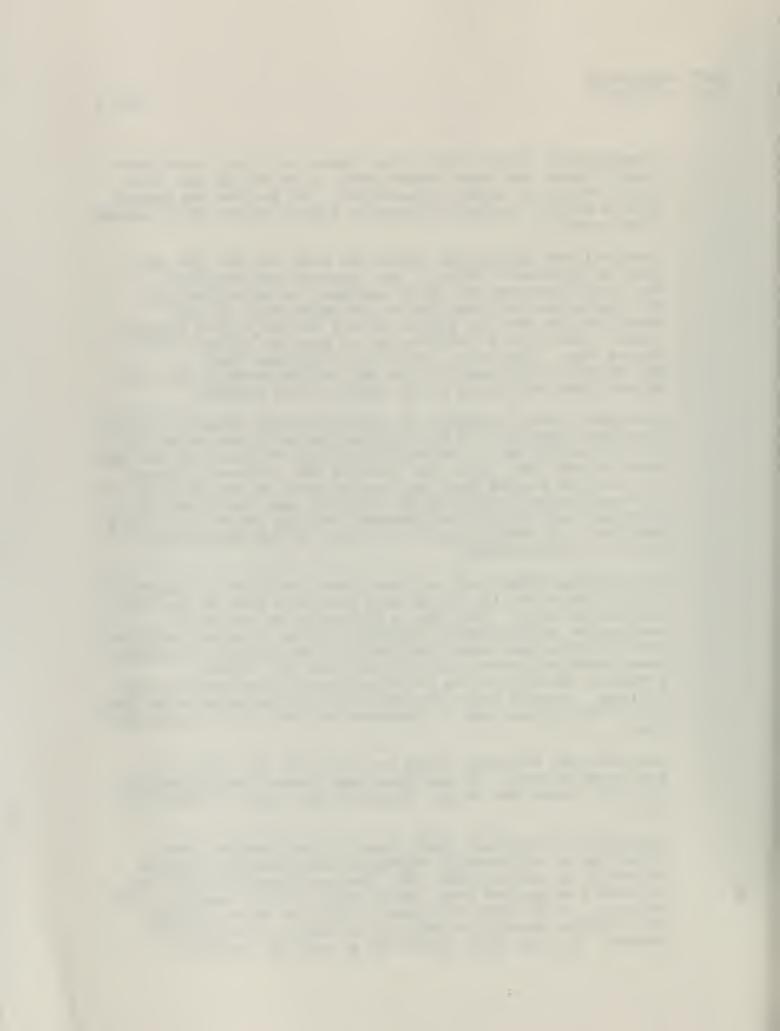
Commissioner Garlington wanted to know who was the new dean at Southeast Campus? Dr. Marquis replied that Ms. Gloria Crosson has been assigned to this facility. She has extensive administrative experience in the district for over 20 years, mainly in the allied health field. She will be officially on station at this site August 5th. President Jones was surprised that Ms. Crosson would except the assignment because she had stated that she would never come to this campus.

President Jones recalled Dr. Marquis being present at the June 26th meeting and the reorganization slate came out the following day. She questioned why Dr. Marquis did not mention that Dr. Owens was leaving the Southeast Campus. Dr. Marquis stated that the assignments of the administrators were made by Chancellor Dobelle, and the Board of Trustees was briefed on Thursday evening before the board meeting. Dr. Marquis was not aware of the assignments prior to that evening.

Dr. Marquis added that he knew there would be a change at City College and it was on that platform that he ran for trustee in 1990. The public documents of the three successive accreditation reports and the internal management reports that were prepared by the Strategic Planning Associates reflected that it was time for urgent, immediate change in the organizational structure at City College. Should those changes have not occurred when they did, City College was in jeopardy of losing its accreditation.

Commissioner Ettinger asked how long was Dr. Owens at Southeast Campus? It was President Jones' recollection that Dr. Owens was acting director for about a year and a half.

Commissioner Ettinger questioned if the changes were referring to necessarily changing the director who was currently in place here? Dr. Marquis clarified that the documents suggested that there were changes needed at City College. It did not say specifically or categorically that changes should be made at Southeast or any other campus. It said that there was a need for quality



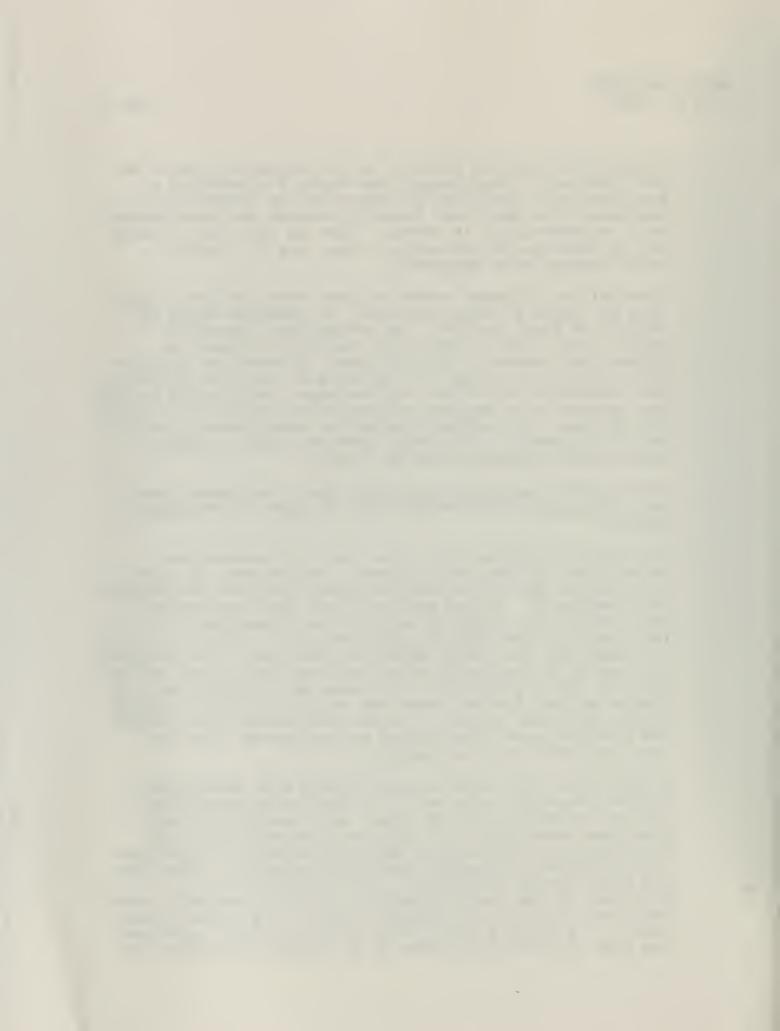
educational services alluring to the taxpaying public of San Francisco. The changes were under the areas of a fractured district—lack of communication between the administrative staff and faculty, between the institution and the communities it serves. That is the area in which the college was criticized and those are the areas in which changes were suggested.

Commissioner Ettinger wanted to know what was the problem with Dr. Owens at this location? Dr. Marquis could not respond to that question. He stated that Chancellor Dobelle was hired as the chief executive officer, an educational leader of City College. It would be inappropriate for City College or its Board of Trustees to tell the Commission how to run its business, as it would be for the Commission to suggest to Chancellor Dobelle how to run the college. Chancellor Dobelle has made himself available to respond to individual queries from the public about certain changes that were made.

Commissioner Garlington concurred that the changes were made throughout the district and not just the Southeast Campus.

Dr. Marquis reported that there were 172 persons who interviewed for the 46 positions. The persons who were selected for the positions understood that the assignments were temporary. It was explicit that these assignments were subject to change at the June board meeting. In fact, most of the administrators had been informed of such by letter and that their positions were open. As reported previously, the administrative overhead was reduced by 36% (from 71 to 46 positions), and those 46 positions were up. People applied from all over the country; and as a result of the interview process, six (6) new people from outside the district were hired and 40 were retained from the previous administration/faculty.

Commissioner Garlington wanted to know what assignment Dr. Rena Bancroft received? Dr. Marquis responded that she was appointed Dean of Summer and Evening Division. President Jones felt that this was a demotion for her. Dr. Marquis stated that Dr. Bancroft's position, previous to her present assignment, was also temporary. Under the old administrative structure, Dr. Bancroft was the President of the Centers Division. Over a year ago, there were two divisions, the campus (credit) and centers (noncredit). A major finding from the reports that were made was that the district needed to be overhauled so that it



was more efficiently cost effectively managed. There were duplication of programs and faculty which was throwing money away needlessly. Because of the way the district was originally set up, there was a lot of organizational rivalry. As a result, there were morale problems among the administrators and faculty.

Commissioner Garlington questioned the whereabouts of Dr. Henry Augustine and Ms. Carolyn Flagiello. Ms. Hunnicutt did not know what Ms. Flagiello's assignment was; however, Dr. Augustine has been appointed Administrative Intern to the Chancellor.

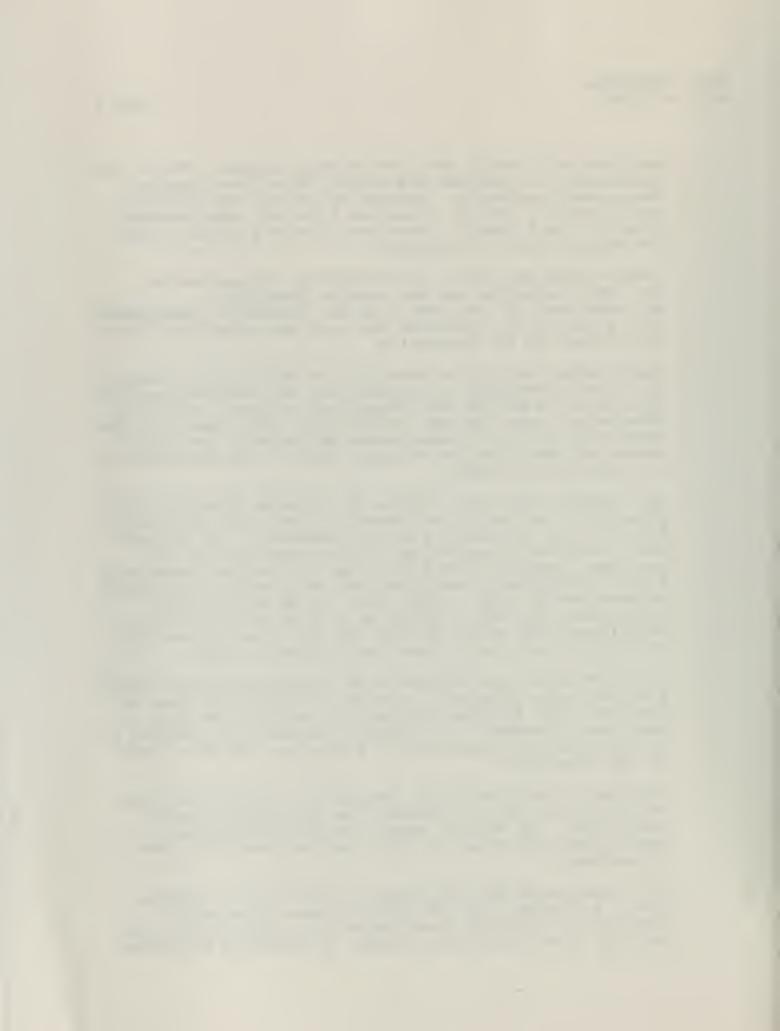
Commissioner Garlington asked the intention of Dr. Marquis in terms of assisting this facility? Dr. Marquis hoped to have district groups (the educational advisory board and Commission) come together and discuss, with input from the community, the educational needs of the 94124 and 94134 areas—and what can the college board of trustees/staff do to support those needs.

Dr. Marquis' role as a trustee is to guide from the policy standpoint--not tell the Chancellor how to run his operation, but to provide the policy framework. Dr. Marquis was in support of assisting with the expansion of the Southeast Campus--to make sure that all people, especially those in BVHP and communities that have been non served or underserved by City College, are served with quality educational programs. His role is to be a facilitator to facilitate back at the college the provision of quality educational programs through the Southeast Campus.

President Jones was informed that the administrators whose positions were eliminated, are still going to be paid at the same level because they were not notified by the deadline in January. Dr. Marquis was not in a position to respond, but suggested that as a taxpayer, to refer this to the Chancellor.

President Jones thanked Dr. Marquis and informed him that he will be notified to discuss the culinary program at some point. Dr. Marquis hoped that it will be soon because the monies are in place and the community needs to be apprised.

Mr. Duncan presented the original plans for the kitchen area. Basically, all the ducts/fixtures have been installed. President Jones asked approximately how much would it cost to have the kitchen in operating condition?



Mr. Rathsam stated that it is a lot less than previously estimated. Mr. Duncan noted that it depends on the layout of the equipment. The plan has to be designed first and then constructed.

Commissioner Ettinger suggested that the requisitions submitted by Dr. Owens be obtained to ascertain a cost estimate. Mr. Rathsam asked that the college architects and engineers be contacted. Mr. Duncan indicated that Mr. George Shaw would be the appropriate person to contact. Commissioner Jones wanted to know the timeline for this. Commissioner Brown replied that there has not been a time set. Commissioner Ettinger added that the decision to whether or not a culinary program will be established here has not been determined—the Commission is in the process of making this decision.

Mr. Pitcher noted that the college officials never requested plans of the kitchen from the City, but made the statement that nothing was in there. Seemingly, there is a game being played with the community alluding that it would be costly to implement the program. Mr. Rathsam suggested that an extra set of the plans be acquired and forwarded with a letter to the Chancellor or appropriate person. Commissioner Palega recommended that the plans be sent to President Mabel Teng, CCSF Board of Trustees.

Mr. Duncan felt that the college district is taking an abrasive posture and overlooking the institutional commitment that was made to the residents of BVHP. Even though there are new administrators, the City invested a lot of money in building that area specifically for the culinary program, and concessions were made to the college district. Also, the City spent a lot of money to facilitate the college in this building.

Mr. Pitcher reported that some of the directional signs have been installed and all of the signs should be in place by the end of the week.

The greenhouse quarterly report requested through the Real Estate Department for May 7 and February 12 will be copied and sent to each Commissioner. President Jones asked that this item be placed on the agenda of the next meeting. She asked if the Commissioners desired a representative present at that meeting. Commissioner Madison suggested that the Commission meet and discuss the report prior to meeting with a representative. He felt that it would be best to develop a consensus of topics to speak about.



ACTION: It was agreed by the full body to place the above item on the next agenda and refrain from inviting a representative until a later date.

Mr. Rathsam noted that the next report is due August 7th.

Mr. Pitcher further reported that the City is in the process of resurfacing Third Street (from Jamestown, South to Evans, North). This project is expected to start sometime in August. (Notices will be disseminated throughout the community.)

Commissioner Ettinger remarked that Third Street has been torn up so many times in the last few years that it would be hard to identify which companies have been involved. He questioned if this was the reason for the resurfacing and what time of the day will the work take place--could it revolve around the peak hours? Mr. Pitcher replied that the work will be scheduled around the busy hours, such as starting after 9:00 a.m. and stopping between 3:30 p.m. and 4:00 p.m.

Third Street has been on the drawing board to be resurfaced for a long time, but all the underground work had to be completed. Within the last 5-6 years, the City has coordinated with all the utility departments so that when a street is being reviewed for resurfacing, all the known underground work is in place. Mr. Pitcher added that PG & E might have to precede the resurface work because there is some lighting work that is needed.

Commissioner Brown asked if these jobs will go out for bid, and if so, will minority contractors get appropriate consideration? Mr. Pitcher responded that this job did go out for bid and he believed it was Stacy Whitback who received the contract. In the preconstruction meeting to be held soon, Mr. Pitcher will be present to encourage the contractor to hire community residents. They all have to comply with the City's affirmative action policy and HRC handles all public contracts of the City. There is no way to enforce any contractor to hire BVHP residents and there is no legal handle on this. Years ago, through the Model Cities Resident Hiring Agreement, it was possible, however, this no longer exist.

Commissioner Palega emphasized the importance of the affirmative action guidelines being implemented and making sure that BVHP residents are considered for the jobs.



Commissioner Garlington wanted to know when Maddux Street will be resurfaced? (Mr. Pitcher will check on this.)
Mr. Pitcher noted that every street is on the computer system. Street inspectors check the streets daily and rate them according to the need, such as resurface of asphalt or concrete pavement.

ACTION: A motion was made by Commissioner Ettinger, seconded by Commissioner Garlington and carried to accept Mr. Pitcher's report.

VI. DISCUSSION-PROPOSED CULINARY PROGRAM

Commissioner Brown reported that at the Commission meeting of June 26th, it was approved to accept the 25 additional slots for students residing in the 94124 and 94134 areas. The deadline is August 18th and time is running out. On June 27th, Commissioner Brown contacted Ms. Maryam Rashada, Chairperson of the Advisory Board and Task Force to get input before proceeding with the process. Ms. Rashada was asked to call a meeting of the task force the following week so that notices can get out to fill the 25 slots. She was also asked to contact Dr. Marquis, however, she responded that she was working directly with President Jones and was preparing a draft. Ms. Rashada did not feel the need to work with everyone and no meeting has been held.

At the meeting of July 11th, Dr. Marquis and Ms. Martinez were present to walk through the process. The names of the applicants have to be submitted by August 18th. Ms. Martinez has agreed to have a flyer designed and facilitate the recruitment process. The task force meeting that was scheduled for July 18th was canceled. To date, Dr. Marquis has not received any information and notices have not been distributed.

Commissioner Brown felt that the challenge from the Chancellor was to see if the community could make it or fail. She was disappointed in the attempt to avoid criticism from the advisory board and lack of cooperation from the chair--there was a risk of losing something very valuable.

Dr. Marquis and Ms. Martinez have committed to the Commission that even if at least 10 students applied, they would work with the Commission in implementing the program.



President Jones clarified for the record that she had not spoken to Ms Rashada about the 25 slots nor did she plan to draft up anything with her.

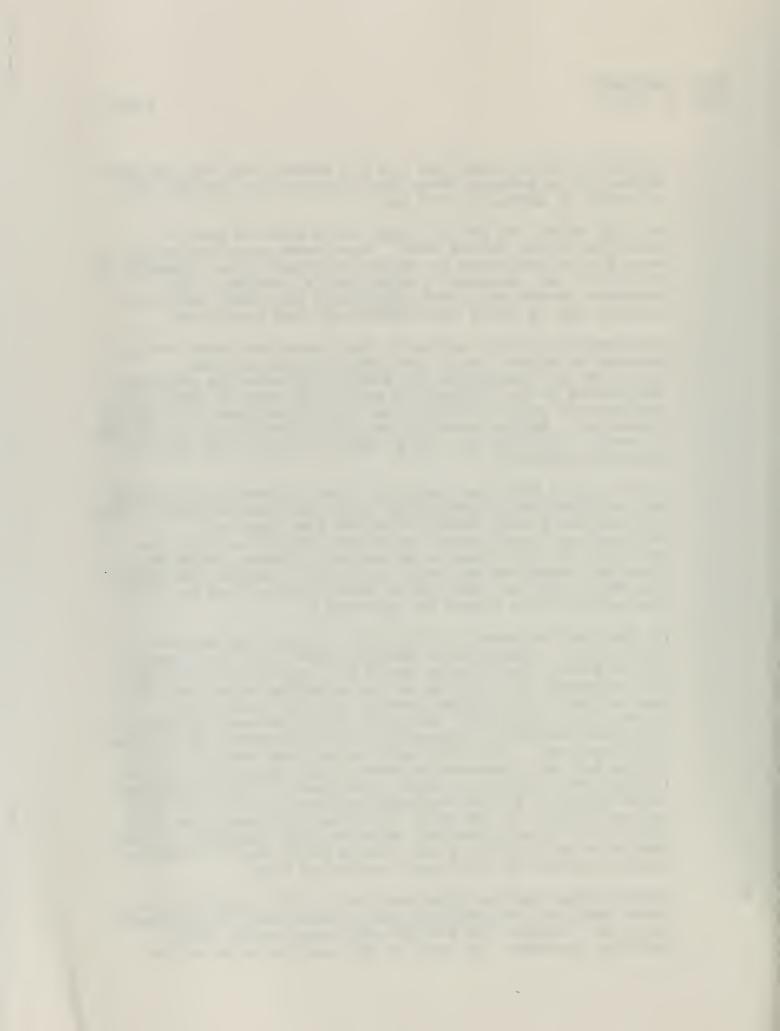
At this point, an effort needs to be made to get 10 students before August 18th. President Jones suggested that YCD be contacted to secure 10 prospective students to register. Mr. McDonald stated that a year ago, the Downtown Campus requested applicants for their culinary program and 25 names were submitted from this area.

Commissioner Palega wanted to know what the registration process entailed? Is it getting the applications completed and submitted, or submitting names of possible candidates to go through the entire process in terms of registering them for school and referring them to a career counselor. Action needs to be taken immediately in trying to obtain students for the program, even if only five (5) names are secured.

Commissioner Brown had available the informational packet and applications (deadline of April has been waived). The Commissioners were asked to obtain the names and Ms. Martinez would assist with the process because the applications will have to be walked through. However, since Ms. Martinez was being replaced, Commissioner Brown suggested that Dr. Marquis be contacted to find out who the applications should be directed to.

Mr. McDonald offered to check his records for possible applicants. Commissioner Madison noted that in terms of the 25 slots, the time is short for registering for the fall semester and because of the existing enrollment for the current City College program and the enrollment process, Ms. Martinez felt that if 25 persons showed up, it would probably be impossible to accommodate them in the fall semester. She did commit to working with up to 10 people for this semester without prior consultation with instructors concerning their enrollment. This commitment of 25 slots is for an academic year and if all the slots are not filled in the fall, this does not mean that the balance of those slots set aside are not available in the course of an academic year. It is hoped that 10 persons can be located at this short period of time.

Commissioner Madison reported that at the canceled task force meeting, Ms. Martinez was present with her replacement, Ms. Frances Lee and the administrator of the culinary program. Ms. Lee or the administrator of the



program would be the appropriate persons to refer the names.

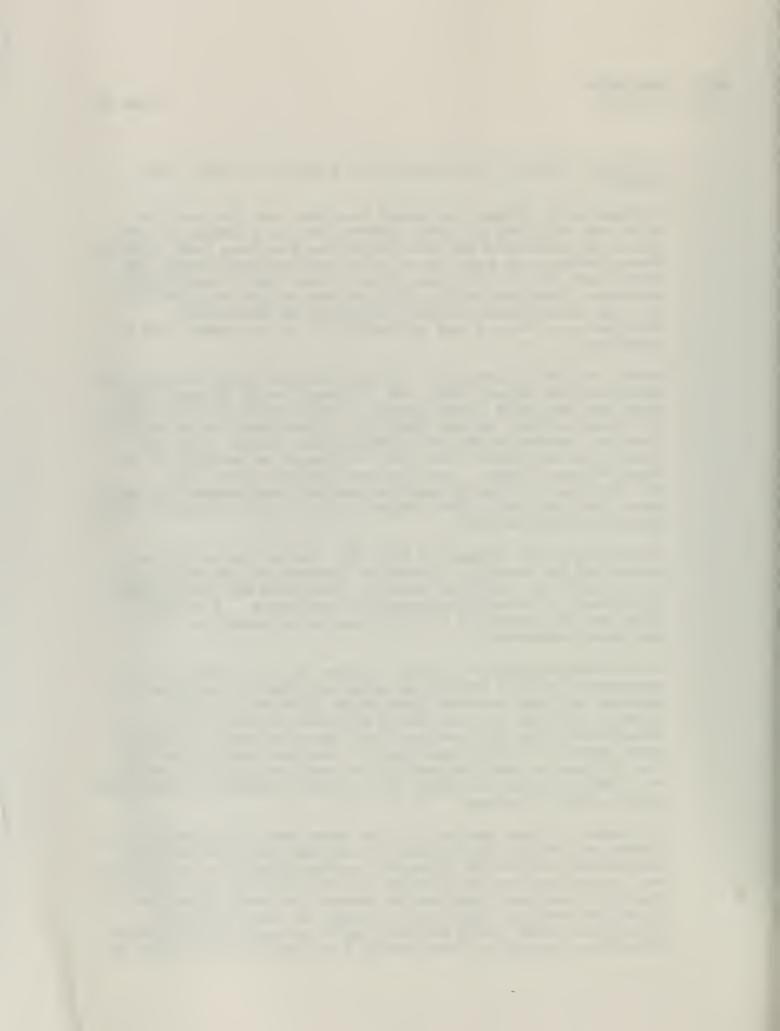
Commissioner Palega indicated that Ms. Lee is familiar with the culinary program because she is a member of the Board of Directors for the Chinatown American Cook School. The procedure to take is to give Commissioner Brown the names and she will forward them to Ms. Lee to walk them through. Realistically, if 10 names cannot be submitted, how can a culinary program be filled at this site. Commissioner Palega was optimistic that ten names can be obtained.

After a brief discussion, it was decided that the names be submitted by August 1st. Mr. McDonald will gather names from the Business Development, President Jones from YCD, and Commissioner Palega from PIC. President Jones asked that Mr. McDonald contact Commissioner Palega with the names, and by August 1st, all the names be submitted to Commissioner Brown. Commissioner Palega asked that Mr. McDonald follow-up on the possible applicants to make sure they are still interested and are not already in the program (duplication).

President Jones suggested that Dr. Owens' secretary be contacted to ascertain names of interested persons that were retrieved from the survey. Everyone was encouraged to assist in locating prospective students. A waiting list can be generated and applicants screened for the following semester.

Commissioner Madison agreed that as many as possible interested people should be obtained; but it would be a mistake to rush someone into being involved in this program if they are not fully prepared to make this commitment (the information that was provided indicates that there is a big commitment). Another way to set up for failure is getting people who are not prepared on a 2 to 3 week notice to embark on a 2-year program of academic professional studies.

In terms of this program, it is important to focus on the future by asking the college to engage in an effective, widespread recruiting program, encouraging them to direct the resources they have to being certain that the participants do succeed, considering among the task force the types of services that City College is not currently providing—that could be provided to support the students from this community, and really focusing on the future in



making this work on a long-term basis rather than shortterm. Commissioner Madison felt that the program will not be a failure if every slot is not filled in the fall semester.

Commissioner Palega assured that before the names are submitted, follow-up will be done on each individual and a briefing on the program and what is involved, what is at stake in terms of the community-as-a-whole, as well as their own personal future, and allow them to make a decision. Upon a consensus from that, names will be submitted.

Commissioner Madison added that Ms. Martinez emphasized that if an applicant is not qualified for immediate entry into the 2-year degree program, every effort will be made to enroll them in the non-credit program at the Downtown Campus--as a goal in itself or as an interim preparatory program leading towards enrollment in the credited program.

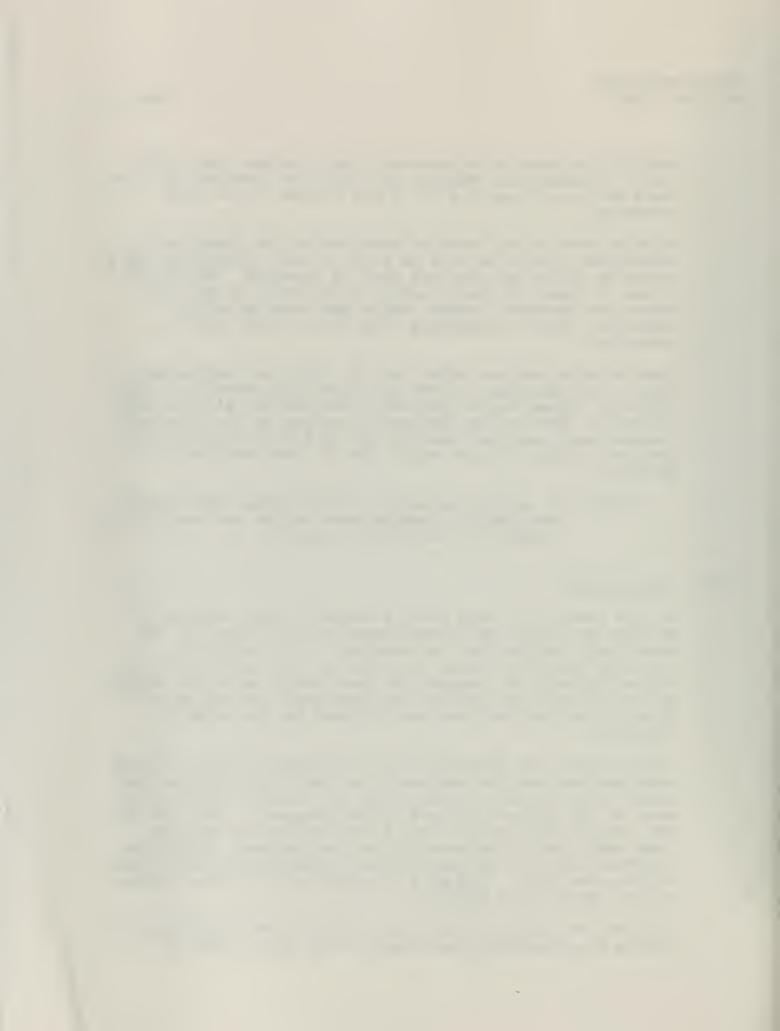
ACTION: A motion was made by Commissioner Garlington, seconded by Commissioner Palega and carried to accept the task force report.

VII. <u>NEW BUSINESS</u>

At the meeting of June 26th, President Jones offered to contact Dr. Donna Bellorado regarding the status of the Head Start Program and its contract. Dr. Bellorado informed President Jones that the Far West Lab Board had agreed to pull out because the Head Start issue had become political and some of the items proposed for implementation in the next program were opposed by the Delegate Agencies.

The Far West Lab proposal was rated number one and through negotiations for the contract, the Head Start Office took apart the proposal by preventing Far West Lab from doing some of the things outlined in the proposal. Far West Lab has agreed to carry the Head Start Program for another year until EOC is prepared to be the grantee. Therefore, Far West Lab will be applying for a renewal of their lease at this facility. EOC will be applying to be the grantee for the Head Start Program.

Commissioner Ettinger asked that consideration be given to moving the Commission meetings to 6:30 p.m. After a



discussion on the subject, it was decided to have the Commission meetings remain at 6:00 p.m.

VIII. PUBLIC COMMENT

Mr. McDonald reported that over a year ago, the City brought a proposal to the community in reference to repairing stop lights on Third Street. Recently, this issue has come up again and Mr. Mcdonald wanted to know if the streets will be resurfaced before the lights are repaired. (Mr. Pitcher will report back on his findings.)

Commissioner Madison announced that the Commissioners will be receiving an invitation to the Bayview Opera House Fundraiser on Saturday, August 10th and Sunday, August 11th. There will be a reception on Saturday evening, 4-7 p.m. and an open house on Sunday, 1-5 p.m. The fundraising aspect will be the sale of art exhibits (ranging from \$10). A generous portion of the proceeds will be donated to the Opera House.

President Jones announced that the board of trustees for the community college district will be holding its monthly meeting on Thursday, July 25th at 6:30 p.m., 33 Gough Street. Everyone was encouraged to attend.

A farewell party honoring Dr. Owens has been set for Tuesday, July 30th at 5:00 p.m., SECF Community Room. Interested parties were reminded to RSVP. Mr. Pitcher suggested that a resolution of commendation be presented to Dr. Owens from the Commission.

ACTION: A motion was made by Commissioner Brown, seconded by Commissioner Palega and carried to have a resolution signed by President Jones on behalf of the Commission and presented to Dr. Owens.

IX. ADJOURNMENT

A motion was made by Commissioner Brown, seconded by Commissioner Garlington and carried for adjournment. The meeting adjourned at 7:50 p.m. The next regular meeting will be held on Thursday, August 8, 1991 at 6:00 p.m., in the Community Meeting Room.





ART AGNOS Mayor

Shirley Jones President

Sululagi Palega Vice President

Bobbrie Brown

Matt Ettinger

Ethel Garlington Duise C. Jones

Scott Madison

SOUTHEAST COMMUNITY FACILITY COMMISSION CITY and COUNTY OF SAN FRANCISCO

NOTICE OF MEETING

Thursday, August 8, 1991

6:00 p.m.

DOCUMENTS "

AUG 6 1991

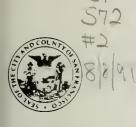
SAN FRANC PUBLIC PRANY

1800 Oakdale Avenue, Community Meeting Room San Francisco, California 94124

AGENDA

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF MINUTES July 24, 1991
 - IV. COMMUNICATIONS
 - V. REPORT Todd Cockburn, Executive Director, CWP or designee
 - VI. DISCUSSION Proposed Culinary Program
- VII. DISCUSSION SECF Greenhouse MOU
- VIII. NEW BUSINESS
 - IX. PUBLIC COMMENT
 - X. ADJOURNMENT





SOUTHEAST COMMUNITY FACILITY COMMISSION CITY and COUNTY OF SAN FRANCISCO

ART AGNOS Mayor

Shirley Jones President

Sululagi Palega Vice President

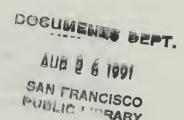
Bobbrie Brown

Matt Ettinger

Ethel Garlington ouise C. Jones

Scott Madison

M I N U T E S
THURSDAY, AUGUST 8, 1991
6:00 P.M.
1800 Oakdale Avenue
San Francisco, California



I. CALL TO ORDER

The regular session of the Southeast Community Facility Commission was called to order by Commissioner Jones, President, on this date, commencing at 6:15 p.m.

II. ROLL CALL

Commissioners

Present: Commissioner Ethel Garlington

Commissioner Louise Jones Commissioner Shirley Jones Commissioner Scott Madison Commissioner Sululagi Palega

Excused: Commissioner Bobbrie Brown

Commissioner Matt Ettinger

Others Present: Alex Pitcher, Public Affairs Manager, CWP; Rufus Davis, BVHP Crime Abatement Committee; Laroy McDonald, Business Development, Inc.; Ella Stoneham-Brown and Willie McDowell, Public Affairs, CWP; and Liz Palega, CCSF/SECF Commission.

III. APPROVAL OF MINUTES

A motion was made by Commissioner Palega, seconded by Commissioner Garlington and carried to accept the minutes of July 24, 1991 with necessary corrections.



IV. COMMUNICATIONS

The following communications were submitted for the Commissioners' perusal:

- a) Rules of Order, Regular Meetings of the Commission, Rule 8 At the last meeting, Commissioner Ettinger requested that the meetings be changed to 6:30 p.m. After discussion on the request, it was decided to let the meetings remain at 6:00 p.m. The rules of order were distributed for informational purposes.
- b) Proclamation presented to Dr. Owens A motion was passed at the last meeting to obtain a resolution from the Commission for presentation to Dr. Owens. A proclamation was acquired from the Mayor's Office and presented by President Jones on behalf of the Commission.

V. REPORT-TODD COCKBURN, EXECUTIVE DIRECTOR, CWP OR DESIGNEE

Mr. Pitcher reported that Mr. Peter LaBrie from the Planning Department has offered to give a presentation on the 1990 census. If the Commission desires, Mr. Pitcher will request that he attend the next Commission meeting to discuss the census and how it affects minorities in San Francisco.

Commissioner Palega requested that Mr. LaBrie address the inquires pertaining to the minority population being adequately counted in the census. (Mr. Pitcher will ask Mr. LaBrie to address this in his report.)

ACTION: A motion was made by Commissioner Palega, seconded by Commissioner Garlington and carried to accept Mr. Pitcher's report.

VI. DISCUSSION-PROPOSED CULINARY PROGRAM

Commissioner Palega reported that Commissioners Brown and S. Jones, Mr. Laroy McDonald, Mr. Calvin Hayes (President of Business Development, Inc.) and himself have been working on trying to finalize the requirements for the culinary program. On Tuesday, August 6th, the above persons met with the CCSF staff at City College for a briefing on the entrance requirements for prospective students.



Commissioner Palega thanked Mr. McDonald, Commissioners Brown and S. Jones, and Mr. Hayes for assisting in getting the word out, getting the people there and making it possible to fill the slots. There were a number of interested persons who attended the meeting and received orientation to the program. They asked pertinent questions and attempted to complete the applications. It was discovered that there are students who reside in this area that have already completed the first phase of the City College program. It is really looking positive for the efforts that have been made and there is a good possibility of enrolling 10-15 students into the program.

The Commissioners have attempted to contact the advisory board, but to no avail. The Advisory Board Chairperson attended the function for Dr. Owens on July 30th, but she made no effort to discuss the program. At that point, it was decided that the Commission would move forward with locating the students to fill the slots.

Commissioner Palega announced that there was still time for interested persons to apply. Friday, August 9th at 3:00 p.m. is the deadline for submission of applications at the YCD Office. Commissioner Palega gave special recognition to Mr. Hayes for his offer to pay for the initial equipment and book/tuition fees for the first ten students (approximately \$3,000). It will cost about \$4,500 for 15 students. Mr. Hayes has also offered to make scholarship monies available for the population identified (94124 and 94134 areas). President Jones generously offered childcare slots for those individuals who needed the services.

The meeting went well and everyone seemed to be pleased with the young adults who attended. The college staff wanted to discuss the financial requirements; however, they were advised not to discourage the applicants because avenues were being sought to accommodate them with the necessary funds. The Chancellor indicated that he would work it out immediately to help subsidize this so that the applicants could enter the program. The Chancellor's Office will be contacted to make sure that other supportive services are provided for this population. An attempt will be made to provide academic, financial and other support to those individuals in need.

Commissioner Garlington wanted clarification that the classes will be held at City College and not at this site. Commissioner Palega stated that at this time because of



the opportunity made available to the community, the classes will be at City College focusing on the "open door policy" and working with it; and whatever is installed in the culinary program here, which it is hoped will start to bloom based on the need of the community, the opportunity of the 25 slots will not be overlooked.

Commissioner Garlington acknowledged President Jones for having the slots at City College announced at their church on Sunday. Commissioner Garlington wanted to know if the Commission will proceed with establishing the culinary program at this site? Commissioner Palega responded that the feasibility of having the program here is being reviewed. It is not in the best interest to rush into the program, in that, the Commission cannot complete its commitment to the community as a whole. It is not known what the extent of the cost will be and a commitment cannot be made. The main focus at this time is the 25 slots at City College.

Commissioner Garlington questioned the funds that were put aside for the culinary program at this site. Commissioner Palega stated that this issue will continue to be discussed and if the funds are not going to be spent on the culinary program, it is hoped that they will be used at this facility for more academic credited courses and/or other interest of the community.

Commissioner Madison expressed his appreciation for the efforts made by those who participated in this outstanding accomplishment in such a short time. He asked if the advisory board will resume their meetings now that the semester is about to begin? President Jones replied that the advisory board is on vacation and their meetings will continue.

Commissioner Palega briefed Mr. Jim Queen, member of the advisory board, on what transpired at the meeting. Mr. Queen expressed his thanks to the Commission for pursuing with the 25 slots. He was a little concerned in the chairperson not making a concerted effort to participate, and did state that he would be willing to assist.

President Jones noted that Ms. Rashada has a new job and perhaps she is trying to acquire staff and get situated. President Jones did not believe that Ms. Rashada does not want to participate, but that she is busy with the business of getting established in her new job. Ms. Rashada did assure President Jones that she is very much



interested in the Southeast Campus and the culinary program.

Mr. McDonald will be handling the applications. He received a call from Ms. Lynda Hirose who came off of vacation to give the presentation at City College. She will meet with him on Monday, August 12th to review the applications for processing. On August 9th, Mr. McDonald will meet with YCD staff to review the applications for completion.

Mr. McDonald also thanked Mr. Hayes for his inspirational contribution to the community. Mr. Hayes wanted to be at the Commission meeting, but had a prior commitment.

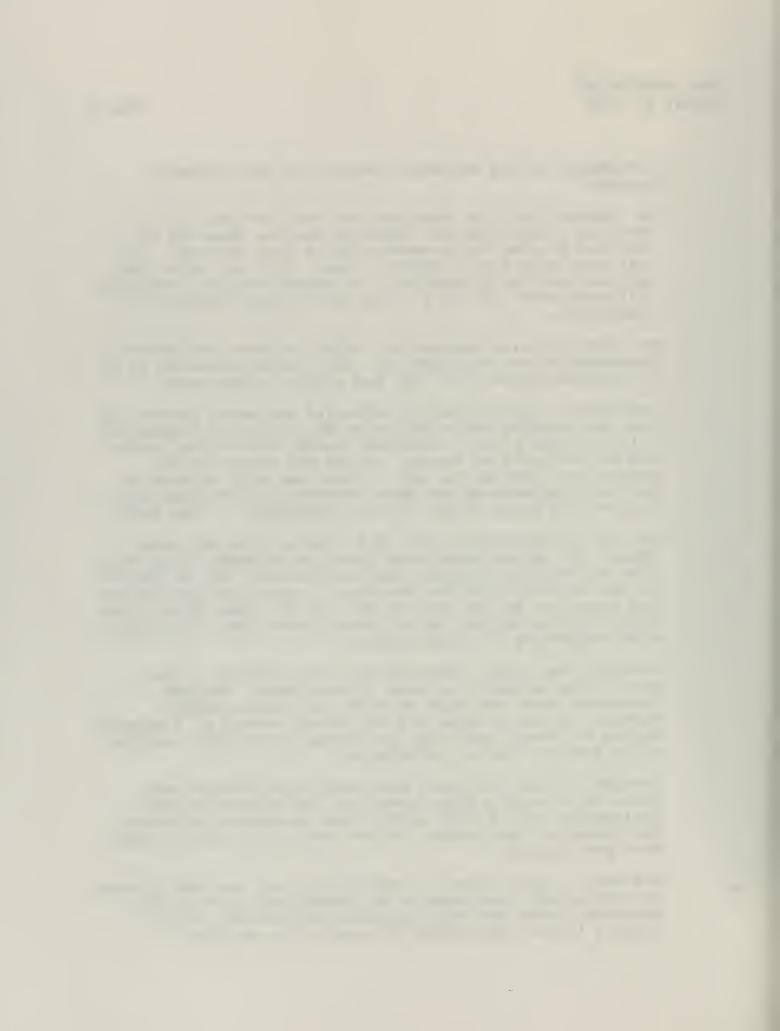
President Jones thanked Mr. McDonald for being present at the last meeting and relating to Mr. Hayes the urgency of filling those slots. President Jones met with Mr. Hayes and Mr. McDonald on Monday, August 5th regarding the appropriate process to take. There was only a month to get this implemented and when everyone has the same outlook on the young adults of this community, it can work.

One of the applicants has a B.S. degree from San Jose State. It is not known what these young people have until they are asked to furnish the information. Out of the 25 persons who attended the meeting, 23 took the application, and there may be 3-5 persons who are over qualified. The contact person at YCD is Ms. Sonia Jones, who will assist with completing the applications.

Commissioner Jones commended the subcommittee on their fast accomplishments at such a short time. She was concerned about the time frame to get the students enrolled in the program and the establishment of a support system to insure that they go through the course successfully and services are available.

President Jones indicated that consideration has been given to develop a plan, where as, the Commission and businesses could become mentors and co-sponsor students. The length of the program is two years at a cost of about \$859 per student.

The Calvin Hayes Memorial Scholarship Fund was established to commemorate the death of Mr. Hayes' son a month ago. President Jones was very appreciative that Mr. Hayes offered to use those funds to assist the students.



Commissioner Garlington also thanked those who participated in the recruitment process.

ACTION: A motion was made by Commissioner Garlington, seconded by Commissioner Madison and carried to send a letter of appreciation to Mr. Hayes for his financial assistance and support.

Mr. Pitcher questioned if the appropriate college officials have been notified that the students have been located and are going through the process. Commissioner Palega replied that he has placed a call to Dr. Marquis. The college staff were present at the meeting and recognized the fact that there were actual applicants. He will contact the Chancellor to apprise him of such.

President Jones noted that there is a requirement of 2.0 grade point average and the students may need transcripts. Commissioner Palega had placed a call to Mr. Hoover Liddell of the SFUSD and will be contacting Mr. Thomas Latham, Head of SFUSD summer programs to request the transcripts. Mr. McDonald added that Ms. Hirose assured that the applications will be processed even if the transcripts were not available—she realizes that they may be delayed. Commissioner Jones offered to contact Mr. Liddell and request the transcripts.

President Jones suggested that a letter of thanks be sent to Ms. Lynda Hirose.

VII. <u>DISCUSSION-SECF GREENHOUSE MOU</u>

Commissioner Madison questioned the format used in the report—it was confusing to understand. He asked if there is a prescribed form for this report because the current one does not provide adequate information, such as: Is progress being made, the total employment rate, how these positions became available during that period.

It is not known if the reporting requirements are contained in the lease; if not, then a format should be developed that would provide more information, particularly in terms of comparative analysis. There have been numerous complaints regarding the India Basin Affirmation Action Program, which does not exist, even though it was to be implemented. It seems that one of the problems with having that affirmative action program work is that no one is monitoring it. A real important step in making such



programs work is keeping abreast of current developments. Commissioner Madison felt that a format would be adequate for that.

President Jones recalled that when the greenhouse staff met with the Commission, the Commission requested that a simplified format be used and they agreed to provide this. It was requested that the report include: How many persons were actually hired, the zip code areas in which they resided, number of terminations and promotions if any. President Jones suggested that the minutes of that meeting be reviewed for clarity.

Commissioner Palega noted that the 14% of employees hired from this community does not adequately represent what was agreed upon. He was concerned that even though the greenhouse is hiring third world population, they are not from this community. Out of the six (6) persons hired from this area, two (2) have resigned. Commissioner Palega also expressed concern that given the unemployment rate in BVHP, it is difficult to understand that persons cannot be found to fill the vacant positions.

Commissioner Palega wanted to know what efforts have been made to contact YCD and other agencies in this community that are providing employment-type services to assist with getting those positions filled. He noted that the most recent hire on May 1, 1990, was Hispanic from the Mission district. He felt that in good faith, when the two persons from this area were terminated, at least one of those slots could have been filled with a BVHP resident. Also, four months ago, there was a recent termination of another BVHP resident; and has there been any effort made to hire another person from here to fill that slot?

President Jones noted that there is a clause on the report indicating that YCD services is contacted for enhancement and recruitment efforts. Commissioner Palega wanted to know how recently has YCD been contacted? If YCD was contacted in 1988 and 1989, it has no bearing on the recent vacancies.

Commissioner Palega concurred with Commissioner Madison in that if the current format is going to be used, then the overall picture needs to be provided. President Jones recalled that the total breakdown was also requested.

Commissioner Palega remarked that people need to be held accountable as close as possible to what is agreed upon



because if not, there is going to be a situation where there will be more hires from outside then within the community. He suggested that the new personnel coordinator interact with this community.

President Jones questioned how the employees hired through the Aid to Retarded Citizens were being paid (directly or through the agency), because the report does not reflect their dates of hire or other pertinent information.

ACTION:

A motion was made by Commissioner Palega and seconded by Commissioner Garlington to send a letter to Decorative Plant Services requesting that the report is more specific, in line with what was originally requested and an overall breakdown. (President Jones added that portions be outlined in the letter that were requested that evening and a response by the next meeting.)

Commissioner Madison requested to see the format before the letter is sent. He felt that the greenhouse staff seemed reasonably willing to work with the Commission and they should be given the benefit of the doubt--by being very specific about what is expected of them. He feared that Commissioner Palega's motion is general and recommended that Mr. Pitcher or Mr. Rathsam draft a format of the report for the Commissioners' review. After input and approval from the Commission, the format would be forwarded, as opposed to once again having the greenhouse staff submit a report that may be unsatisfactory to the Commission.

Commissioner Palega reiterated that the Commission had previously outlined to the greenhouse president and his assistant what they wanted included in the report: An overview of their hiring, a format on how they were going to deal with the reporting of new hires, and to keep the Commission abreast of all open positions (which has not occurred).

Mr. Pitcher stated that he and Mr. Rathsam will meet with the greenhouse staff to convey the comments and questions from the Commission; and assist them in devising a format. Mr. Pitcher suggested that the personnel coordinator be invited to attend a Commission meeting next month to provide additional information.



ACTION: Based on the suggestions of Commissioner Madison and Mr. Pitcher, Commissioner Palega withdrew his motion and allow Mr. Pitcher an opportunity to work with Decorative Plant

Services.

Commissioner Palega recommended that staff follow-up with a letter of understanding to the greenhouse tenants listing items discussed (copies to be sent to the Commissioners).

VIII. NEW BUSINESS

No new business to report.

IX. PUBLIC COMMENT

Commissioner Madison reminded that the Bayview Opera House Fundraiser will be held on August 10th and 11th. Tickets were available at \$5.00.

President Jones announced the New Bayview Committee meeting on Wednesday, August 21st, Southeast Community Facility at 6:30 p.m.

Ms. McDowell announced a health faire for the Health Board Foundation on Saturday, August 24th at the Bayview Opera House.

President Jones announced that City College classes for the fall semester begins August 21st.

X. ADJOURNMENT

A motion was made by Commissioner Garlington, seconded by Commissioner Madison and carried for adjournment. The meeting adjourned at 7:10 p.m. The next regular meeting will be held on Wednesday, August 28, 1991 at 6:00 p.m., in the Community Meeting Room.





ART AGNOS Mayor

Shirley Jones President

Sululagi Palega Vice President

Bobbrie Brown

Matt Ettinger

Ethel Garlington

ouise C. Jones

Scott Madison

SOUTHEAST COMMUNITY FACILITY COMMISSION CITY and COUNTY OF SAN FRANCISCO

NOTICE OF MEETING

Wednesday, August 28, 1991

6:00 p.m.

BUCUMENTS DEPT.

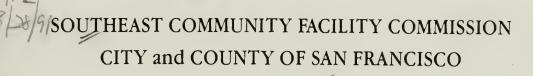
AUG 2 6 1991
SAN FRANCISCO

1800 Oakdale Avenue, Community Meeting Room San Francisco, California 94124

AGENDA

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF MINUTES August 8, 1991
 - IV. COMMUNICATIONS
 - V. REPORT Todd Cockburn, Executive Director, CWE or designee
 - VI. PRESENTATION Peter LaBrie, Department of City Planning
- VII. DISCUSSION Proposed Culinary Program
- VIII. DISCUSSION "Artist in Neighborhood" Grant Proposal
 - IX. NEW BUSINESS
 - X. PUBLIC COMMENT
 - XI. ADJOURNMENT





ART AGNOS Mayor

Shirley Jones President

Sululagi Palega Vice President

Bobbrie Brown

Matt Ettinger

Ethel Garlington

Louise Jones
Scott Madison

M I N U T E S
WEDNESDAY, AUGUST 28, 1991
6:00 P.M.
1800 Oakdale Avenue
San Francisco, California

DOCUMENTS DEPT.

SEP 1 3 1991

PUBLIC LIBRARY

I. CALL TO ORDER

The regular session of the Southeast Community Facility Commission was called to order by Commissioner Jones, President, on this date, commencing at 6:30 p.m.

II. ROLL CALL

Commissioners

Present: Commissioner Bobbrie Brown

Commissioner Matt Ettinger Commissioner Ethel Garlington Commissioner Louise Jones Commissioner Shirley Jones Commissioner Scott Madison Commissioner Sululagi Palega

Others Present: John Rathsam, Department of Real Estate; Alex Pitcher, Public Affairs Manager, CWP; Peter LaBrie, Department of City Planning; William Marquis, CCSF Board of Trustees; Heidi Hardin, Artists in Neighborhoods; Linnie Carrington, Michelle Carrington and Tanisha Grady, residents; Everett Brandon and Willie McDowell, Public Affairs, CWP; and Liz Palega, CCSF/SECF Commission.

III. APPROVAL OF MINUTES

A motion was made by Commissioner Madison, seconded by Commissioner Louise Jones and carried to adopt the minutes of August 8, 1991 with necessary corrections.



IV. COMMUNICATIONS

The following communications were submitted for the Commissioners' perusal:

- a) August 14th Request of Mr. LaBrie to make a presentation of the 1990 Census Data.
- b) August 15th Announcement of an appreciation luncheon for former Commissioner Jackson-Sims.
- c) August 16th Invitation to Ms. Espanola Jackson-Sims at a luncheon in her honor.
- d) August 16th Informational packet sent to newly appointed Commissioner Louise Jones.
- e) August 16th Appreciation to Mr. Calvin Hayes and Mr. Laroy McDonald for their contributions and assistance in the culinary recruitment process.

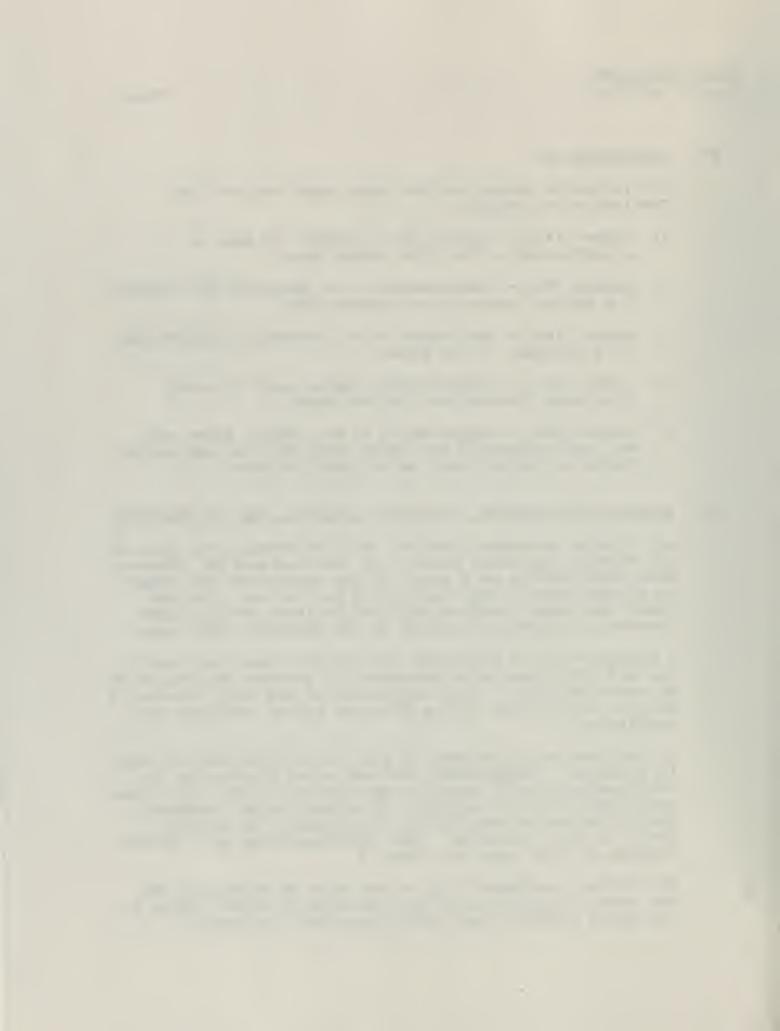
V. REPORT-TODD COCKBURN, EXECUTIVE DIRECTOR, CWP OR DESIGNEE

Mr. Pitcher announced that Ms. Ella Stoneham-Brown will be on vacation for three weeks. Mr. Rathsam and Mr. Pitcher have been working on a draft of the Greenhouse MOU Report to be presented to the Commission for review. The CWP staff have been involved with the National Public Works Convention which was meeting in San Francisco that week.

A meeting will be scheduled for the CWP Personnel Committee and DPW Director of Personnel to discuss the Executive Director position. (Correspondence of the City Attorney's opinion in relation to the proposed exempt position was available.)

If the Commission desires, a tour of the CWP facility can be arranged. Commissioner Madison asked whether or not the Commission will have the opportunity to tour the three satellite childcare centers. President Jones suggested that directors of each center be contacted to arrange tours of their facility. (Ms. Stoneham-Brown will follow through on this upon her return.)

Mr. Pitcher suggested that a tour also be scheduled for the construction site of the Oceanside Treatment Plant at the Great Highway (tour will take about 2-3 hours).



ACTION: A motion was made by Commissioner Brown, seconded by Commissioner Garlington and carried to accept Mr. Pitcher's report.

VI. PRESENTATION-PETER LABRIE, DEPARTMENT OF CITY PLANNING

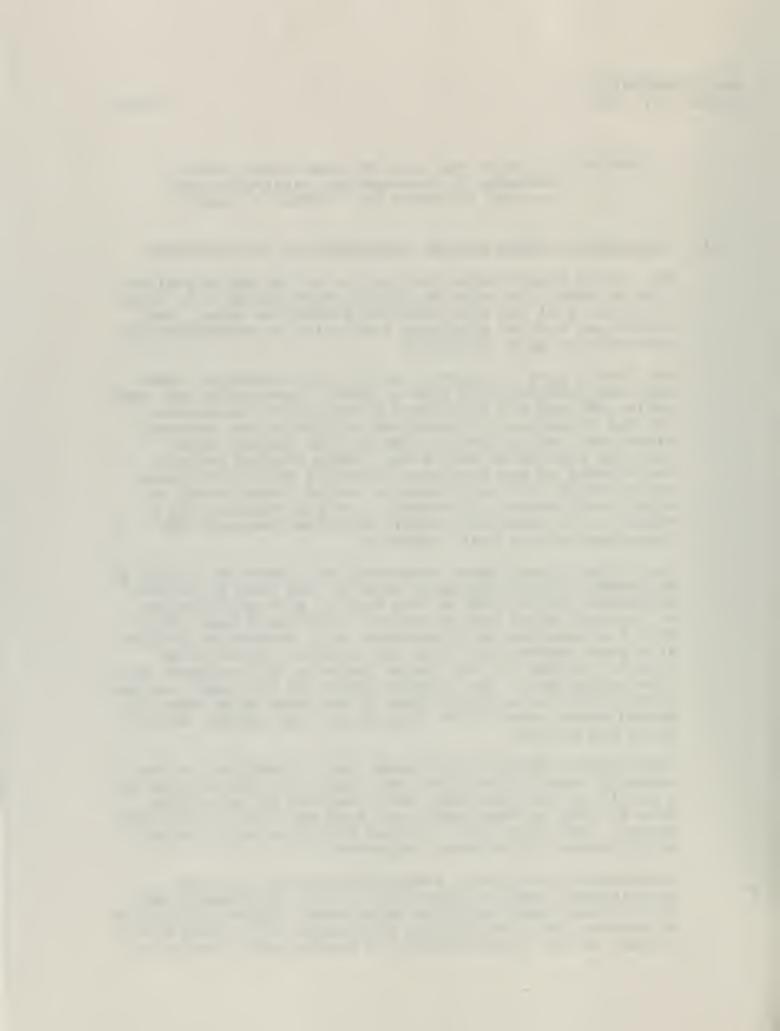
Mr. LaBrie disseminated information of the age distribution by ethnicity relating to the South Bayshore in 1990, a narrative of the Afro-American population count, and historical data of ethnicity population by neighborhoods and counties from 1950-1990.

Mr. LaBrie gave an overview of the Afro-American census that was compiled from 1980 to 1990. The statistical data reflected that due to private housing cost (homeowners), the San Francisco Afro-American population has dropped since 1980 and currently, BVHP has the highest Afro-American population city-wide. Young couples perceive their homes in San Francisco primarily as starter homes and envision their next home in Contra Costa County or other rural areas. Importantly, to San Francisco as a whole, is to keep BVHP largely Afro-American and BVHP homeowners retain their property.

Ms. Michelle Carrington announced that there is a trend in Sacramento where developers offer a free home to persons purchasing three homes at the cost of \$300,000-\$500,000. Mr. Pitcher added that Sacramento developers have offers that are benefical to homeowners, e.g. purchasing property at a much greater cost then the original price--which enables retirees to buy larger property in Sacramento and live comfortably. Mr. Pitcher wanted to know what can San Francisco do as a city to step in and stop this trend by buying these homes at the same price that outside developers are paying?

Commissioner Ettinger indicated that in addition to the economic trend to sell/cash out, there is also a trend as a result of drug activity, where members of households move in with an older adult and turn the homes into crack houses. The older adult is then forced to sell the property because it becomes a nuisance.

Commissioner Garlington stated that due to the high unemployment rate and inability to keep up mortgage payments, many homes are being foreclosed. Approximately 50% of Western Addition families have relocated to this area because of the redevelopment and unaffordable housing in



that area. Also, many of the public schools in this community have closed and most homebuyers look for neighborhoods where there is easy access to transportation, schools and shopping.

Commissioner Ettinger expressed that there are a lot of desirable qualities about this community and the focus needs to be on what those qualities are and work from there.

Mr. Pitcher reported that the black residents who moved into the new housing developments in Hunters Point do not relate or identify with this community. If they were involved in the struggle with inner Hunters Point, it would help with maintaining the environment considerably.

Commissioner Brown felt that the City Supervisors should place as much emphasis in making sure that this community is drug free and cleaned up as they do in areas where they reside. There is no representative on the Board of Supervisors living in this community. Mr. LaBrie stated that Redwood City had to prove that they wanted their community upgraded before getting a response that was needed.

President Jones asked what were the chances of this community acquiring additional federal funds, based on the current census data? Mr. LaBrie replied that the amount received in the next decade will be less then before.

Commissioner Palega wanted to know how this community can fall in line with the census to make sure that there is adequate count so that: a) this target population is fully represented based on the need; and b) other BVHP populations who have a lack of knowledge are provided staff to interpret the census.

The census reflected the same mold that was displayed in the 1980 census. There was no research and reaching out into the various communities. Unless there is some type of corrective system established so that everyone is accurately counted, realistically, based on the stats, there will be less monies and attention given.

When the Census Bureau proposed to get community people involved, this did not occur. There was a red-line barrier system setup to exclude those who: a) would not cooperate with their way of thinking; b) could not really



penetrate within the target population; and c) ignored to review the stats again after being asked to do so. Every time there is a census being conducted, they want community involvement, they want to cover the target population and areas, and they want bilingual persons. However, when individuals were referred, the mechanism in the system was setup to exclude them.

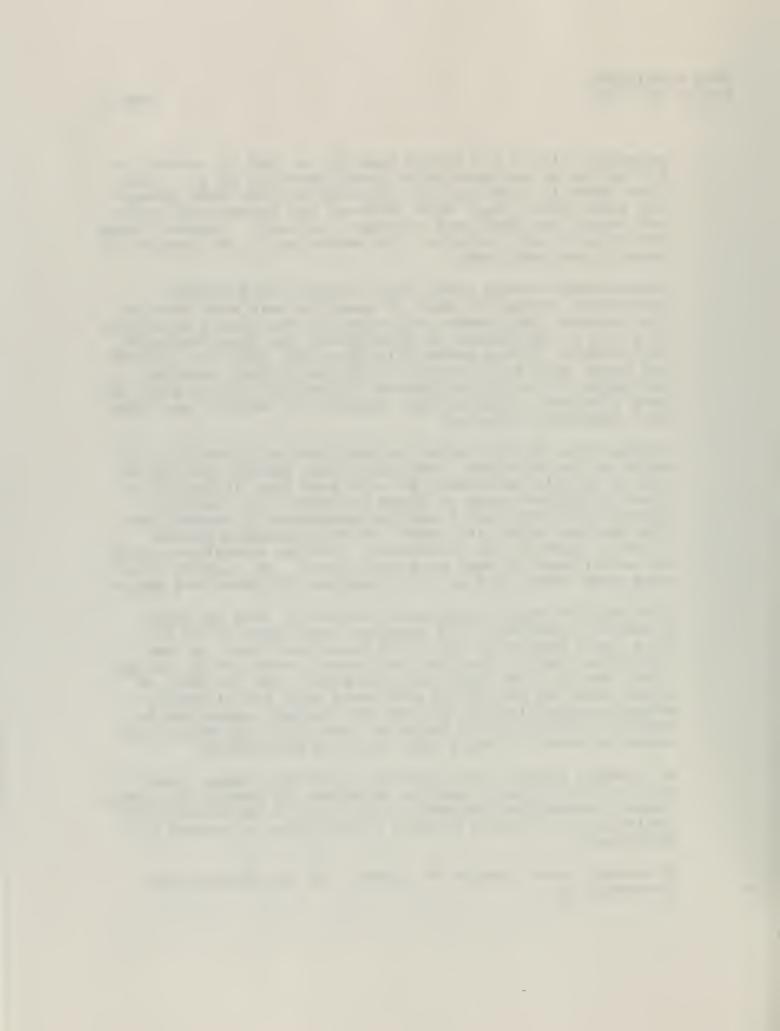
Commissioner Palega questioned how can San Francisco adequately accomplish what it needs to help with some of the concerns the Commission voiced if the census continues to place a bureaucracy of elimination for these targeted populations. Those communities that did well got counted; but those that had barriers of an inefficient counting mechanism for acquiring federal funds and dealing with the drug problems, unemployment, poverty and medical services were improperly counted.

Commissioner Palega wanted to know how individuals are going to be conscious, community-aware people and try to deal with this deficiency to make sure that it is efficient to address some of these concerns. Mr. LaBrie stated that there was a meeting sponsored by Assemblyman John Burton, Mayor Art Agnos and House Speaker Willie Brown to discuss the undercount. Various committees will be established to deal with this issue. Mr. LaBrie foresees this being tied up in litigation for about 3-5 years.

Commissioner Palega expressed that while this is going through litigation, this community continues to be cut from funds needed to deal with these problems. He was concerned that by the time the census comes out of litigation, the problems would have tripled. How can some of these items be adequately addressed that are affecting minority communities? How can the target population be counted efficiently in terms of identifying programs and needs in order to bring them into the mainstream?

Mr. LaBrie stated that there are numerous groups, local and national levels, who are organized to address the same issue. Assemblyman Burton's office can be contacted for assistance in working on such a committee to correct the undercount.

President Jones thanked Mr. LaBrie for his informative presentation.



VII. <u>DISCUSSION-PROPOSED CULINARY PROGRAM</u>

President Jones reported that due to a prior commitment, Mr. McDonald was unable to attend the meeting. Commissioners Brown and Palega were acknowledged for their participation in recruiting students. Eight applicants were interviewed—two were accepted and four pending enrollment after the completion of 12 units of general education (they will be able to enroll next semester).

As reported previously, 24 persons attended the orientation meeting, however, when interviews were scheduled, only eight responded. Commissioner Brown reported that one applicant received a letter of acceptance, but was not contacted for an interview.

The two students who were accepted into the program were introduced, Ms. Tanisha Grady and Ms. Michelle Carrington. They have been awarded the Calvin Hayes Memorial Scholarship.

Ms. Grady explained the interview, orientation and testing procedures. The reason that perhaps there was not many people scheduled for interviews was because there was not enough time scheduled between the interview and testing process. There are two other applicants who were not contacted for an interview. Ms. Carrington added that some applicants were misinformed as to time and location of the interviews (miscommunication between YCD and CCSF).

President Jones gave a scenario of what transpired in obtaining the slots. The Commission must make every effort to fill the seven remaining slots.

Commissioner Louise Jones reported that she met with Mr. Hoover Liddell of SFUSD and he assured her that the transcripts will be forwarded to CCSF and he is willing to assist the Commission in any way possible.

Commissioner Palega was concerned about the superficial barriers that were set up for many of the applicants. It was mentioned previously that this was the type of bureaucracy that the Commission did not want the applicants to go through and the Commissioners were assured that qualified candidates would be placed.

The proposal of the 25 slots was a good-faith gesture because the Honorable Mayor was present and CCSF wanted to keep face with him, however, they were anticipating this



to fail. If it is not the intent of CCSF to allow the residents of the designated areas participation in the program, then Dr. Marquis and Dr. Dobelle should have related such from the start.

Commissioner Palega was disturbed that CCSF would offer the slots and use this community as a marketing strategy/ avenue to obtain other funds to serve an underserved area. When the interviews were set, there was insufficient time and preparation for these referrals.

Commissioner Brown noted that it was known from the beginning that the program was set to fail and the disappointment should have already been set in. She was pleased that two people were accepted into the program. The intent of that meeting with CCSF was to apprise the applicants that there were barriers. It is the responsibility of this Commission to follow-up on the other 21 persons and ascertain whether or not they were contacted for an interview, if not, why?

The Mayor needs to be made aware of where the Commission stands with this unsuccessful effort; and Dr. Dobelle and Dr. Marquis should be informed of the Commission's displeasure with what occurred--none of the Commission's expectations have been met as they were defined. The Chancellor made it very clear that he did not report to Dr. Marquis and that he had his own agenda that he would enforce in any way he could.

President Jones suggested that a letter be sent as soon as possible to Dr. Marquis requesting a meeting with him.

Ms. Hirose should be present to explain the difficulties the students encountered. A letter should be sent early next week to all applicants who were not interviewed requesting that YCD be contacted if they are still interested in the program. The number of interested candidates should be obtained before the meeting with Dr. Marquis.

Commissioner Palega clarified that nine persons submitted applications and eight were scheduled for interviews. Commissioner Ettinger asked that information be obtained regarding what happened to the other five applicants.

President Jones noted that there are still monies available through the Calvin Hayes Memorial Scholarship to accommodate eight additional students. (At a later date, the students will be asked to attend a committee meeting to voice their concerns.



Ms. Carrington thanked the Commission for their involvement in obtaining the slots and giving her an opportunity to be a participant. She enjoys the program and had waited three years to enroll. Ms. Hirose was very explicit in terms of the intensity of the program and the commitment that had to be made. Many persons were discouraged because of the amount of time involved, but it is not that difficult. The interview process was similar to a job interview. Ms. Carrington did not have to take the placement test because she already had 12 units of basic education (one of the prerequisites for entering the program).

Ms. Grady completed her GED and had to take a simple placement test because she did not have the required 12 units. President Jones questioned why the 12 units was a prerequisite for the other four applicants. Seemingly, there is a dual standard and no consistency. (Ms. Grady and Ms. Carrington were asked to attend a committee meeting in the near future.)

President Jones reported that there have been discussions of exploring other resources to secure funds for stipends, however, this has not developed. Ms. Grady inquired about childcare services and was asked to contact President Jones.

ACTION: A motion was made by Commissioner Garlington, seconded by Commissioner Palega and carried to accept the task force report.

VIII. DISCUSSION-ARTISTS IN NEIGHBORHOODS (GRANT PROPOSAL)

Ms. Heidi Hardin, shipyard artist, announced that the San Francisco Art Commission has available monies to fund "Artists in Neighborhoods" grants. Individual artists will be granted monies to enter neighborhoods to develop art programs. Ms. Hardin will be applying for one of these grants and requested an endorsement letter from the Commission in support of children painting murals at three sites in this area. If approved by the Commission, the letter must be submitted by the end of this month.

Ms. Hardin visited George Washington Carver Elementary and met with the Principal, Commissioner Louise Jones to develop a one-year program (since that time, the program



has changed to three years). Commissioner Jones was asked to write a letter of support to accompany Ms. Hardin's proposal. (Ms. Hardin presented her proposal and copies were disseminated among the Commissioners.)

Ms. Hardin is proposing to paint a mural of an environmental theme (water recycling) here at the Southeast Community Facility, an Afro-American historical theme at the Bayview Opera House and various themes at Carver Elementary. The Opera House Board of Directors have already passed the resolution in support of this proposal.

Commissioner Louise Jones stated that when Ms. Hardin contacted her regarding the proposal, it was prior to her knowledge of becoming a Commissioner. During Commissioner Jones' meeting with Ms. Hardin, she requested a theme of contributions made by Afro-Americans. Commissioner Jones was very supportive of the proposal and the opportunity of children at Carver Elementary painting the murals.

Ms. Hardin stated that the location of the mural at this facility (interior or exterior of the building) and installation (permanent or temporary) would be left to the discretion of the Commission. She did feel that the children would get more out of an exterior mural.

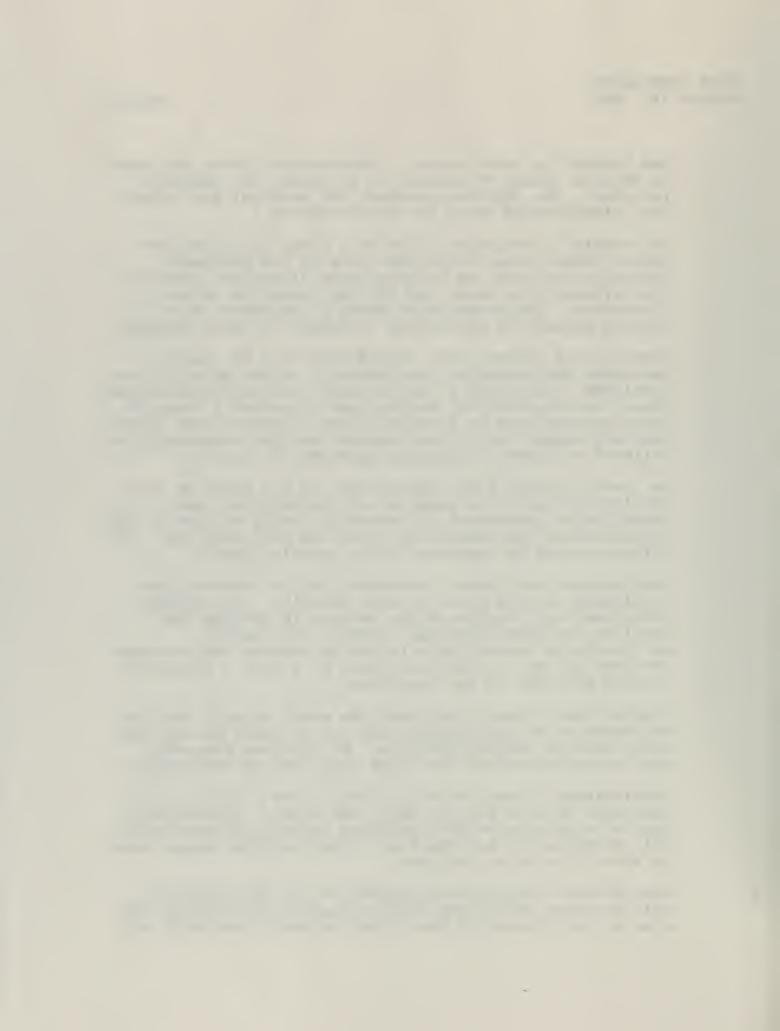
Commissioner Garlington requested time to research the feasibility of the mural at this facility. Mr. Pitcher explained that time is of the essence in meeting the deadline for submitting the proposal this month.

Ms. Hardin is requesting a letter of support and when she receives the grant, the Commission will form a committee to work with her on the specifics.

Commissioner Palega questioned the mural being placed on the exterior of the building and how it would affect the architectural design/structure. Mr. Pitcher responded that a city architect will also work with the committee.

Commissioner Palega wanted to know if the children from this area will be able to paint the mural? Commissioner Louise Jones assured that children residing in this area will participate, but there are other children being bused in who will also be included.

Commissioner Palega asked whether or not consideration will be given to include other elementary schools in this area to participate in the 3-year project, involving 340



children? Ms. Hardin replied that she would desire the involvement of all schools, however, it would be impossible for one person to cover the entire community.

Commissioner Palega cautioned that this Commission represents the community-at-large and when programs are being discussed that affect this community, they need to be open to all schools in this area. President Jones clarified that Ms. Hardin's proposal designates Carver Elementary students as the participants.

Commissioner Palega emphasized that initially the proposal was for one year, but has increased to three years and three different locations. How are the other children going to participate if the project is isolated to one school? Commissioner Louise Jones clarified that none of the schools in the BVHP area can have more than 45% of their children residing in this area.

Commissioner Louise Jones remarked that when the concept of art projects was started two years ago, Deputy Mayor Claude Everhart approached her, and she was delighted to have her students participate. This proposal was negotiated for Carver Elementary.

Commissioner Madison noted that this is only one proposal, one artist and one school of participants. The Art Commission has funds to provide similar opportunities for other artists. Ms. Hardin added that there are artists in the shipyard who would be willing to approach other schools in this community.

President Jones stated that if other schools want to be a part of this process, they have to go through the process of getting their school recognized by the Art Commission.

Commissioner Ettinger was not aware of any other artist submitting a proposal for this community; however, he would like to see this as an opening to encourage artists to be involved. Commissioner Palega stated that he would be supportive if there are artists who are eligible and able to obtain grants for this area. However, usually when the City funds a project such as this, they are not apt to fund another in the same neighborhood.

President Jones suggested that the endorsement letter reflect that consideration be given to other schools (list all the elementary schools within the community) and let this be the first pilot program because there are other



artists who are interested. This would be a way to inform the Art Commission that this Commission is interested in all children having an opportunity to participate in this process.

Commissioner Madison noted that changing the location of the schools is not going to assure that all the children in this community will be served. The shipyard artists are concerned about working with the community and this proposal will be used as a means to establish the guidelines for this procedure. There are other artists who are interested in the same type of projects.

Commissioner Palega reported that in 1977-78, the Art Commission funded community cultural centers--Western Addition, Mission and South of Market obtained one. When the BVHP community requested one, they were denied. Commissioner Palega stressed the importance of addressing the fact that all schools should have an opportunity to participate in this project--to avoid future denials.

President Jones felt that BVHP has never received their fair share from the Art Commission. Some of the murals in the area were acquired by an organization that no longer exist, the BHVP Coordinating Council. President Jones was delighted to see artists from the shipyard work with the Commission and be a part of the community.

Ms. Hardin concluded that the artists in the shipyard have had the same experience with the Art Commission. The Art Commission has always funded groups of performance and theatrical artists, but this is the first time individual artists are being funded. There are other artists in the shipyard who want to be involved and are looking for ways to do it. Ms. Hardin will be very supportive—knowing that it is important to this Commission for artists to come out into the community.

Commissioner Palega asked that strong language be used in the letter of support—in making sure that this golden opportunity is made available to other schools regardless of the motivation of the principal or staff.

President Jones concluded that the letter will express the concerns that were discussed that evening.

ACTION: The Commission unanimously approved the submission of an endorsement letter on behalf of Ms. Hardin's proposal.



Ms. Hardin thanked the Commission for their support and asked that the letter be addressed to: Ms. Sonia Grey at the San Francisco Art Commission, 25 Van Ness Avenue, Suite 240, San Francisco, CA 94102. (Mr. Pitcher will forward the letter to Ms. Hardin the following day.)

IX. NEW BUSINESS

President Jones reported that she visited the childcare class at this site on Saturday and there were 53 students enrolled.

Commissioner Garlington met the new Dean of Southeast Campus, Ms. Gloria Crosson earlier that day and invited her to the Commission meeting.

X. PUBLIC COMMENT

President Jones announced that Mr. Lloyd Sheen is the new Principal at Bret Harte Elementary School. He was formerly with the Affirmative Action Department of SFUSD. He is a very articulate person and will be an asset to this community. President Jones suggested that a courtesy letter be sent welcoming Mr. Sheen into the community and inviting him to participate in the Commission meetings.

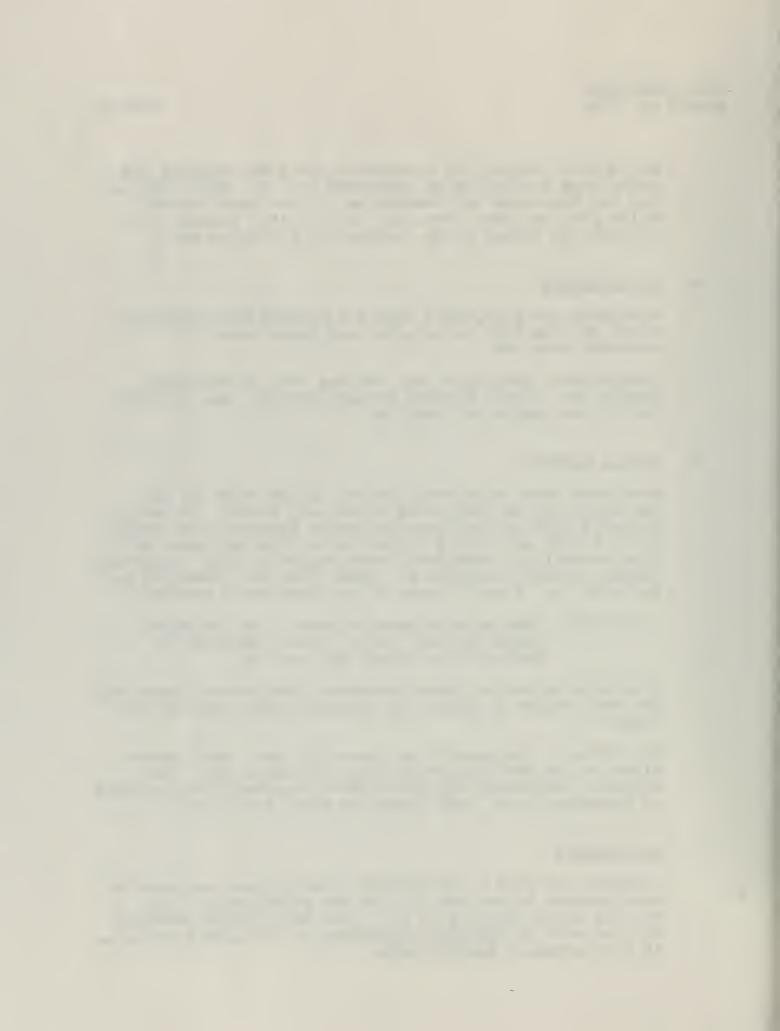
ACTION: Commissioner Madison moved that the above letter be sent to Mr. Sheen, seconded by Commissioner Palega and carried.

Commissioner Louise Jones announced that Carver Elementary has been chosen to apply for national nomination by the State.

Ms. McDowell announced that there will be a Candidates' Night at the SECF Community Room, September 5th. The Planning Commission meeting on South Bayshore will be held on September 10th, SECF Community Room, 6:30 p.m.

XI. ADJOURNMENT

A motion was made by Commissioner Garlington, seconded by Commissioner Palega and carried for adjournment. The meeting adjourned at 8:55 p.m. The next regular meeting will be held on Thursday, September 12, 1991 at 6:00 p.m., in the Community Meeting Room.





ART AGNOS Mayor

Shirley Jones President

Sululagi Palega

Vice President

Bobbrie Brown

Matt Ettinger

Ethel Garlington

ouise Jones Scott Madison

SOUTHEAST COMMUNITY FACILITY COMMISSION CITY and COUNTY OF SAN FRANCISCO

NOTICE OF MEETING

Thursday, September 12, 1991

6:00 p.m.

1800 Oakdale Avenue, Community Meeting Room San Francisco, CA 94124

AGENDA

DOCHMENTS DEPT.

CALL TO ORDER

SEP 1 1 1991

SAN FRANCISCO PUBLIC "PRARY

II. ROLL CALL

III. APPROVAL OF MINUTES - August 28, 1991

IV. COMMUNICATIONS

V. REPORT - Todd Cockburn, Executive Director, CWP or Designee

DISCUSSION - Proposed Culinary Program VI.

VII. **NEW BUSINESS**

VIII. PUBLIC COMMENT

IX. ADJOURNMENT





ART AGNOS Mayor

Shirley Jones President

Sululagi Palega Vice President

Bobbrie Brown

Matt Ettinger

Ethel Garlington

ouise Jones

Scott Madison

SOUTHEAST COMMUNITY FACILITY COMMISSION CITY and COUNTY OF SAN FRANCISCO

M I N U T E S
THURSDAY, SEPTEMBER 12, 1991
6:00 P.M.
1800 Oakdale Avenue
San Francisco, California

I. CALL TO ORDER

The regular session of the Southeast Community Facility Commission was called to order by Commissioner Palega, Vice President, on this date, commencing at 6:15 p.m.

II. ROLL CALL

Commissioners

Present: Commissioner Bobbrie Brown

Commissioner Matt Ettinger Commissioner Shirley Jones Commissioner Scott Madison Commissioner Sululagi Palega

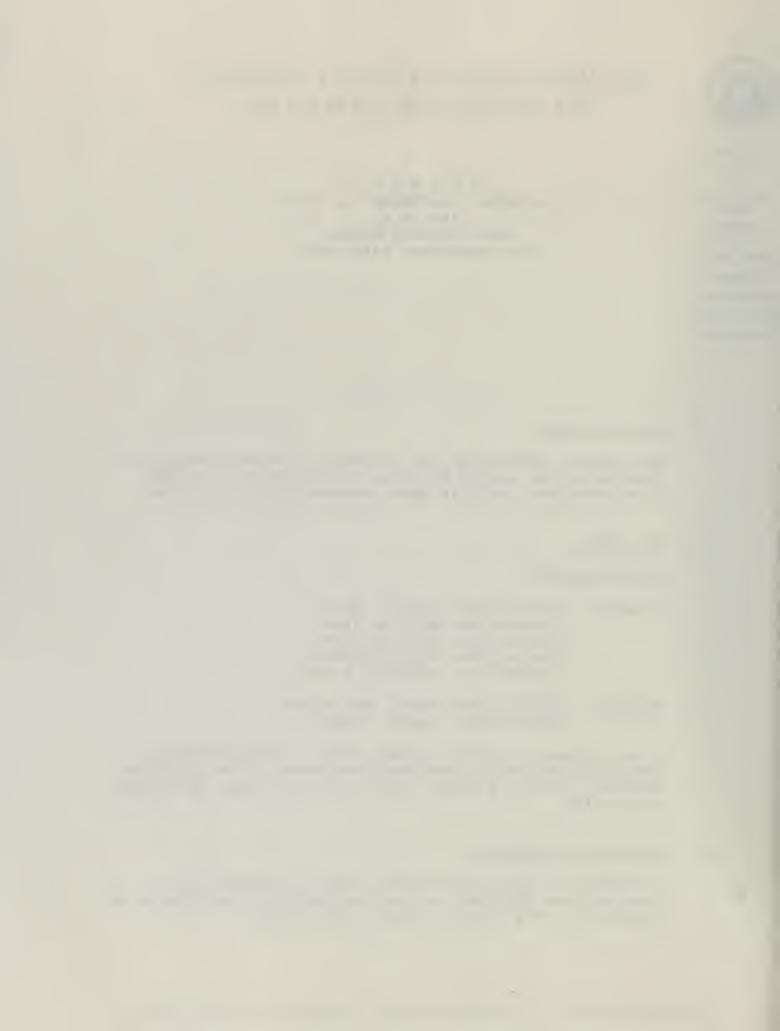
Excused: Commissioner Ethel Garlington

Commissioner Louise Jones

Others Present: Alex Pitcher, Public Affairs Manager, CWP; Laroy McDonald, Business Development, Inc.; Willie McDowell, Public Affairs, CWP; and Liz Palega, CCSF/SECF Commission.

III. APPROVAL OF MINUTES

A motion was made by President Jones, seconded by Commissioner Ettinger and carried to adopt the minutes of August 28, 1991 with necessary corrections.



IV. COMMUNICATIONS

The following communications were submitted for the Commissioners' perusal:

- a) Notification to City Boards and Commissions regarding the lack of a quorum at meetings in accordance with the Roberts Rules of Order from the City Attorney's Office.
- b) Correspondence to the Board of Supervisors in reference to the childcare lease with Far West Lab.
- c) Report from the Budget Analyst to the Finance Committee analyzing each item of the lease agreement for the childcare center.
- d) Correspondence to Chancellor Dobelle regarding the rent increase for the Southeast Campus. (To be discussed under Item V.)

V. REPORT-TODD COCKBURN, EXECUTIVE DIRECTOR, CWP OR DESIGNEE

Mr. Pitcher recommended that the Commission approve the proposed lease for the childcare center.

ACTION: Commissioner Ettinger moved that the lease agreement with Far West Laboratory be approved as submitted, seconded by President Jones and carried.

Copies of the correspondence to be submitted to Chancellor Dobelle concerning the Southeast Campus lease were available for the Commissioners' review and approval. Mr. Pitcher reported that the lease is due for renewal in November of this year and negotiations should start immediately. The lease provides for fluctuation contingent upon economics. The present lease is \$.33 per square foot and it has been recalculated to approximately \$.50 per square foot for the next five years.

Pitcher recommended that the proposed letter to Chancellor Dobelle be approved for submission. Commissioner Madison asked if there were any events where surplus exist relative to aid with the expense that incurred in the operation of this facility? Mr. Pitcher replied that in the ordinance, it provides for surplus; and if there were more revenues then expenses, the Commission could make a determination on two/thirds of that surplus as to how to



prorate anything that is pertinent to this facility. Mr. Pitcher did not foresee this occurring because the revenues coming in have never equalled two/thirds of the overhead that is expended. Mr. Pitcher explained the obligation of the City to this facility.

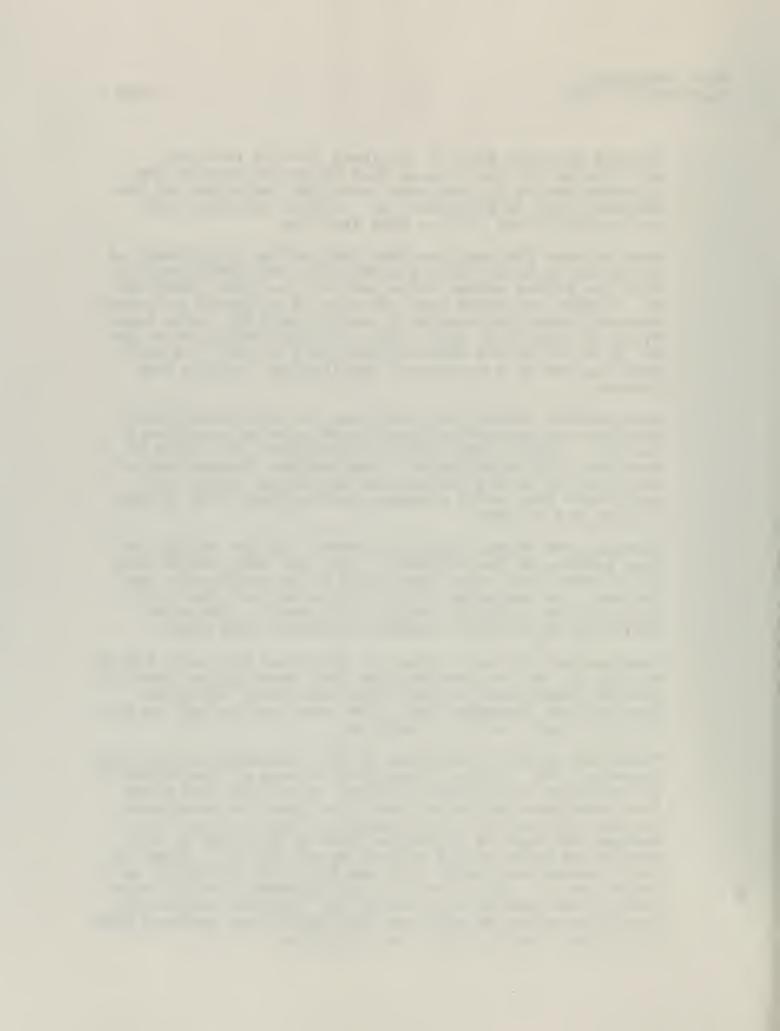
Commissioner Ettinger remarked that office space South of Market is at \$1.25 (base market value) and questioned if CCSF was paying market value rent at its other locations. Mr. Pitcher responded that the City is obligated to extend as much leeway to government institutions for using these types of facilities than what the actual market value is. The \$.50 per square foot may seem half of what the market rent is, but in a government institution, it is a high figure.

Commissioner Palega indicated that the Commission should take into consideration that the college is providing a service. Commissioner Ettinger questioned the types of services CCSF is providing. Commissioner Palega replied that CCSF is making the classes available, and he is optimistic that other programs and services will develop through the college.

Commissioner Palega expressed concern in the vacancy of that portion of the building. With the City budget cuts, it is hoped that this lease would be agreeable with the college. He concurred with Mr. Pitcher that this is a fair rent of \$4,792.82 increase per month. The other option is to perhaps recommend a shorter term lease.

Commissioner Ettinger wanted to know when the lease has to be signed. Mr. Pitcher replied that negotiations have to develop immediately so that when the 5-year expiration date arrives (November 1st), the lease can be sent to the Board of Supervisors for approval.

There was further discussion of the percentage of the rent increase. Mr. Pitcher noted that because of the nature of the building (mitigation measure), everything was taken into consideration before the first lease was developed. As explained earlier, the reason for the increase is because the cost of living has gone up and this is a 5-year lease which should be considered, in that, there is one constant rent being paid and it is not estimated on an annual basis. (There was a brief discussion of the other tenants and renewal of leases.) Mr. Pitcher encouraged that this matter be resolved that evening and assured that the college lease is fair and equitable.



ACTION: A motion was made by Commissioner Brown, seconded by Commissioner Ettinger and carried to forward the letter to Chancellor Dobelle regarding the rent increase at Southeast Campus.

Mr. Pitcher reported that the Planning Commission meeting on the South Bayshore issue and the Candidates' Night were beneficial meetings. By the large number of attendees at both events, it reflected that the residents are indeed interested. Commissioner Brown asked if there is going to be an appeal hearing regarding the South Bayshore? (Mr. Pitcher will report back on the information.)

ACTION: A motion was made by Commissioner Madison, seconded by Commissioner Brown and carried to accept Mr. Pitcher's report.

VI. <u>DISCUSSION-PROPOSED CULINARY PROGRAM</u>

Mr. Laroy McDonald reported that no new development has occurred since the last Commission meeting. He did review the letter to be sent to all prospective students questioning their status as it relates to the culinary program. (The responses should be available at the next Commission meeting.)

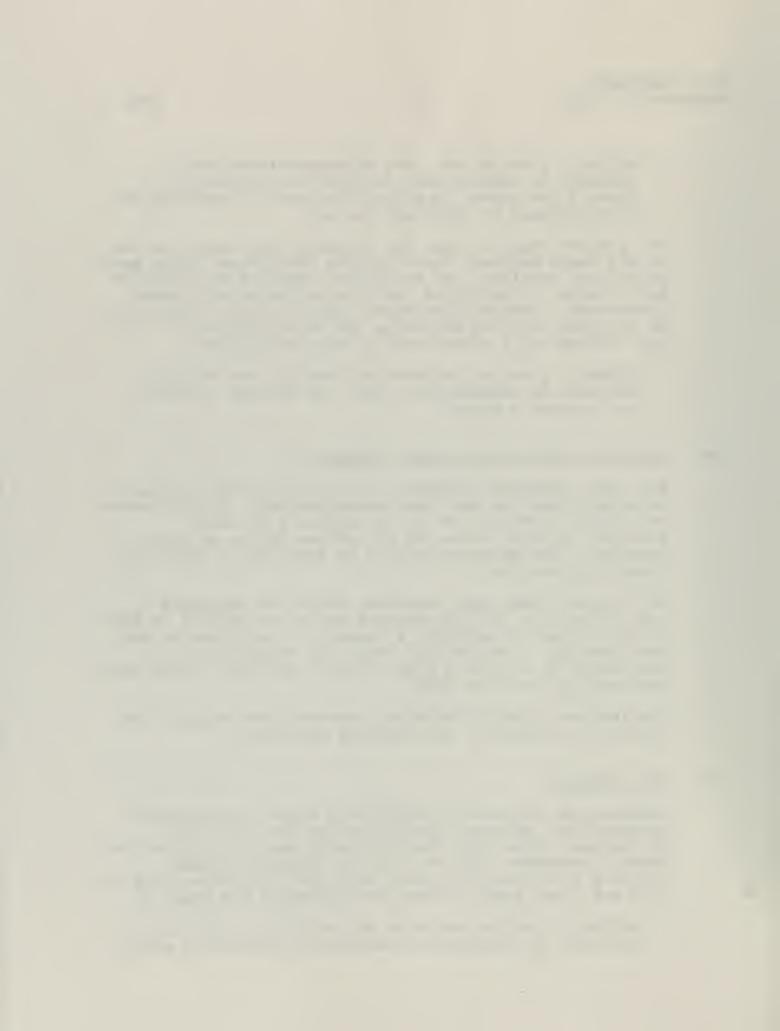
Mr. Pitcher added that President Jones had requested a meeting with Dr. William Marquis and a letter will be sent to that affect; hopefully, a report will be given at the next meeting. Commissioner Brown had requested of the applicants to forward a copy of the acceptance letter that was sent to them from CCSF.

Commissioner Palega thanked Mr. McDonald for keeping the Commission abreast of the culinary situation.

VII. NEW BUSINESS

Commissioner Ettinger reported that former Commissioner Jackson-Sims' grandson was killed earlier that week. Ms. McDowell announced that the quite hour will be held on Sunday, September 15th at 3-4 p.m., Lewis and Ribbs Mortuary and funeral services on Monday, September 16th at 1:00 p.m., New Bethal Church on Fitzgerald and Ingalls.

ACTION: A motion was made by Commissioner Ettinger, seconded by Commissioner Madison and carried to send a



letter of condolence to Ms. Espanola Jackson-Sims on behalf of the Commission.

Commissioner Madison wanted to know the status of the Executive Director process. Mr. Pitcher stated that there will be a meeting called the following week between the Personnel Director of DPW and the Commission's Personnel Committee in reference to the job announcement for this position. As reported previously, the City Attorney's opinion has been received and the Civil Service Commission will be contacted by the DPW Personnel Director, Mr. Jim Horan.

Commissioner Ettinger questioned the status of the MOU Report for Decorative Plant Services. Mr. Pitcher stated that work is being done on this, but nothing concrete has been developed for presentation to the Commission.

Commissioner Palega wanted to know the status of artists approaching other elementary schools in the area. Commissioner Madison reported that there will be a meeting of Shipyard Artists Planning Committee on September 13th, at the Bayview Opera House.

Commissioner Palega had spoken to some of the parents whose children are affected (Hunters Point area) and they are excited about the art projects. Commissioner Ettinger noted that there are no art programs in public schools. He foresees a future problem in using individual artists who do not have a consistent source of income and who are not established. The Art Commission is not going to fund an artist program in every school. He cautioned that the Commission needs to be aware that the Hunters Point artists should not replace the art education that should be furnished by the school district.

Commissioner Palega stated that there was some assurance made at the last meeting that some support will be given from an existing program to carry throughout the community-at-large in making sure that other children have the opportunity to get involved in these types of art programs. He was optimistic that once a proposal is received from other artists, the Art Commission is going to provide them with the income. Hopefully, the same system that is going to be monitoring George Washington Carver's art program will assist the monitoring of other programs in schools throughout the neighborhood.



Commissioner Madison had discussed this program with Ms. Margie Driscoll who has an art grant program through the Art Commission and there is concern that this program will be perceived in the schools as a replacement for art education programs—which have been eliminated from the schools. It is important that the communities throughout the City be aware that this has never been intended as a substitution for art programs; and if there are existing art education programs in the schools, then this would be a supplement for those programs. Commissioner Madison suggested that the Commission research ways in which to encourage the school district to reintroduce art education in all the schools.

Commissioner Madison has not heard from the Art Commission as to how many artists are pursuing these grants. Perhaps if the Commission can encourage shipyard artists or other artists who want to participate in this program and mobilize public support for this, this could increase the chances. If there were many artists with proposals, there would be no reason to deny several programs in this neighborhood.

Commissioner Palega stated that when this topic was discussed at the last meeting, this point of view was not mentioned. He repeated his concern of the view of the Art Commission and why he wanted to open the programs to the community as a whole. There was opposition expressed at the last meeting when he suggested opening the program to other schools in this area.

Commissioner Brown indicated that Carver, King and Burton schools have an advantage to others because they are in consent decree (Drew Elementary also). There is \$25 million set aside for extra development for their children and they receive a lot more than the others. Their resources have to be accurate in terms of bringing the programs/services to the schools before the consent decree expires. The administrators of those schools must be active or could risk the losing of monies and resources. They have to be aggressive enough and if they are not, the children could suffer.

Commissioner Ettinger stated that since the Art Commission funds grants on an annual basis and it was made clear that artist projects were desired for other schools in this area--how could this Commission identify locations to participate in these projects should the Art Commission approve artist grants next year, as well as other grant



funding services?

Commissioner Palega stated that the administrators of the schools that fall in line with the consent decree should be contacted indirectly or directly to secure programs/services for their schools before the consent decree expires. Perhaps this Commission needs to send a letter to the principals informing them that these type of funds are available and ascertaining the reasons they have not participated.

Mr. Pitcher concurred, however, some principals are more aggressive than others. He suggested that contacts be made to the Board of Education and Superintendent Ramon Cortines.

Commissioner Brown asked that a letter be sent to the NAACP requesting the status of the consent decree in this area. Mr. Pitcher suggested that if the Commission desires, he could invite the attorney and president of NAACP to make a status report on the consent decree.

ACTION: Commissioner Ettinger moved to invite members of the NAACP to make a presentation on the consent decree in this area, seconded by Commissioner Brown and carried.

Commissioner Brown recommended that at some point a judge should visit those schools to report what the status is in terms of the population—most of the schools here are under represented in areas where there should be more representation.

Mr. Pitcher suggested that since this is a community interest and if the Commission desires, at the time of scheduling the NAACP presentation, fliers could be circulated throughout the community announcing the meeting.

ACTION: Commissioner Madison moved to disseminate notices throughout the community of the meeting with NAACP to discuss the consent decree in this area, seconded by Commissioner Brown and carried.

Mr. McDonald agreed with the Commission in reference to the art program in this community. He had spoken to Mr. Bruce Flynn, an architect for CWP, who will be receiving a report on the art program. (Mr. McDonald will share the report upon receipt.) Mr. Pitcher explained that the City passed an ordinance some years ago, in which 0.2% of



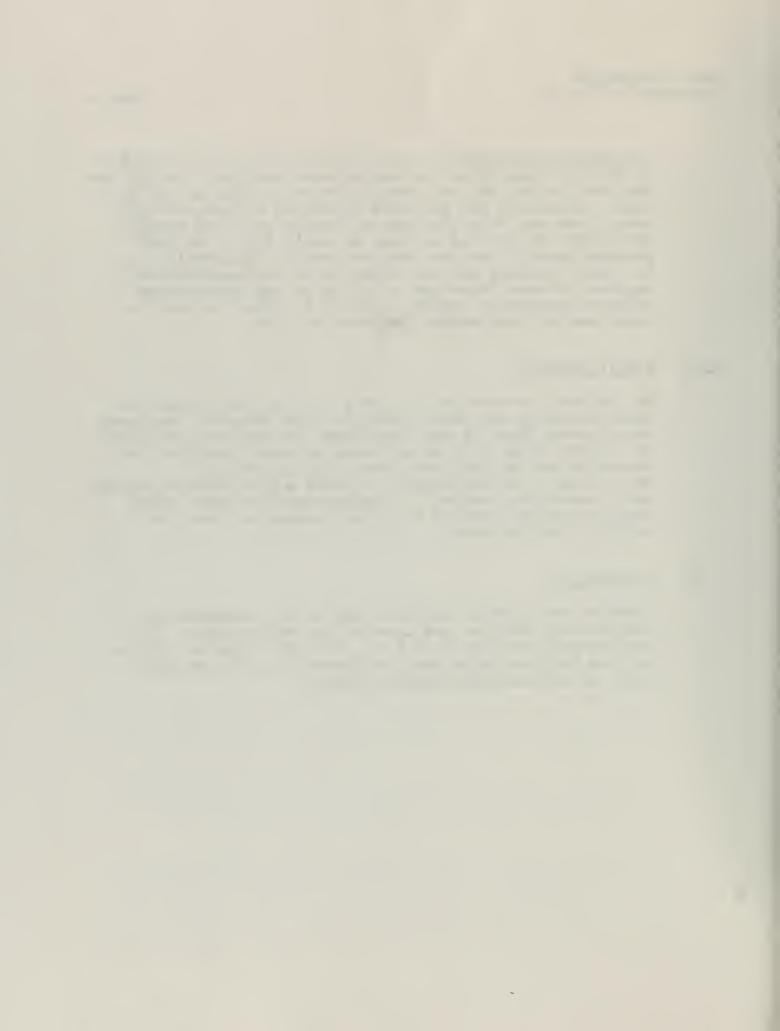
all public construction monies would have to be earmarked to the Art Commission for public construction. In all the CWP facilities, the Art Commission had a role in the art work. In one of the projects involving a large sum of money that was to go to the Art Commission, the concept was to try to get the college to apply for it so that perhaps some of the work can be done at this facility. Dr. Juanita Owens was approached with this and she was suppose to have forwarded a letter to the appropriate sources requesting approval for this. There should be some news on this within the next 30 days.

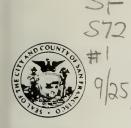
VIII. PUBLIC COMMENT

Mr. McDonald announced that PG & E is in the process of reconstructing the power plant on Evans Street. Business Development, Inc. is the consultant for this project and Mr. Calvin Hayes will be approaching committees in this community for support and input in this project. (Mr. Hayes or Mr. McDonald will make a presentation at the next Commission meeting.) Commissioner Ettinger asked that the report include the electromagnetic level of activity in this area.

IX. ADJOURNMENT

A motion was made by Commissioner Brown, seconded by Commissioner Madison and carried for adjournment. The meeting adjourned at 7:30 p.m. The next regular meeting will be held on Wednesday, September 25, 1991 at 6:00 p.m., in the Community Meeting Room.





SOUTHEAST COMMUNITY FACILITY COMMISSION CITY and COUNTY OF SAN FRANCISCO

ART AGNOS Mayor

Shirley Jones President

Sululagi Palega Vice President

Bobbrie Brown

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Matt Ettinger Ethel Garlington

Louise Jones

Scott Madison

NOTICE OF MEETING

Wednesday, September 25, 1991

6:00 p.m.

1800 Oakdale Avenue, Community Meeting Room San Francisco, CA 94124

AGENDA

DOCUMENTS DEPT.

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SAN FRANCISCO FUBLIC LIBRARY

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF MINUTES September 12, 1991
 - IV. COMMUNICATIONS
 - V. REPORT Todd Cockburn, Executive Director, CWE or Designee
 - VI. DISCUSSION S.F. Senior Escort Program, Tom Dorn, Budget Analyst Office
- VII. DISCUSSION Proposed Culinary Program
- VIII. DISCUSSION PG & E Power Plant, Calvin Hayes, President, Business Development Inc.
 - IX. NEW BUSINESS
 - X. PUBLIC COMMENT
 - XI. ADJOURNMENT





ART AGNOS Mayor

Shirley Jones President

Sululagi Palega Vice President

Bobbrie Brown

Matt Ettinger

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SOUTHEAST COMMUNITY FACILITY COMMISSION CITY and COUNTY OF SAN FRANCISCO

M I N U T E S
WEDNESDAY, SEPTEMBER 25, 1991
6:00 P.M.
1800 Oakdale Avenue
San Francisco, California

I. CALL TO ORDER

The regular session of the Southeast Community Facility Commission was called to order by Commissioner Jones, President, on this date, commencing at 6:15 p.m.

II. ROLL CALL

Commissioners

Present: Commissioner Matt Ettinger

Commissioner Ethel Garlington Commissioner Louise Jones Commissioner Shirley Jones

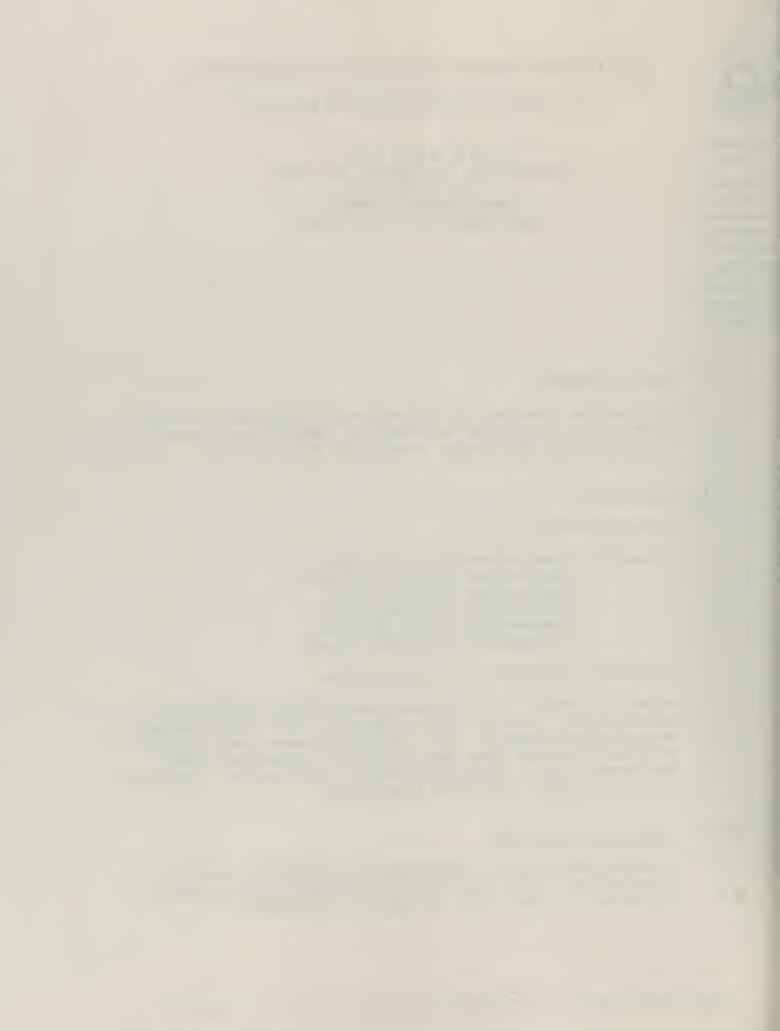
Commissioner Scott Madison Commissioner Sululagi Palega

Excused: Commissioner Bobbrie Brown

Others Present: John Rathsam, Real Estate Department; Alex Pitcher, Public Affairs Manager, CWE; Laroy McDonald, Business Development, Inc.; Gloria Crosson, Dean, CCSF Southeast Campus; Rose Mary Johnson, Counselor, CCSF Southeast Campus; Espanola Jackson, New Bayview Committee; and Liz Palega, CCSF/SECF Commission.

III. APPROVAL OF MINUTES

A motion was made by Commissioner Garlington, seconded by Commissioner Palega and carried to adopt the minutes of September 12, 1991 with necessary corrections.



IV. COMMUNICATIONS

The following communications were submitted for the Commissioners' perusal:

- a) Invitation for NAACP representatives to give a status report on the Consent Decree at one of the Commission meetings.
- b) Request for a meeting with Dr. William Marquis and applicants of the CCSF culinary program to discuss the program.

V. REPORT-TODD COCKBURN, EXECUTIVE DIRECTOR, CWE OR DESIGNEE

Mr. Pitcher reported that Commissioner Brown's stepfather had passed away and his quiet hour was that evening at Bayview Mortuary, 7:00 p.m. Since some of the Commissioners wanted to attend, items VI, VII and VIII on the agenda were canceled.

Mr. Pitcher introduced Ms. Gloria Crosson, Dean of the CCSF Southeast Campus who was present at the meeting. For the record, the conflict has been resolved in terms of Ms. Crosson receiving directive from the Chancellor to attend the Commission meetings.

President Jones welcomed Ms. Crosson on behalf of the Commission and looks forward to working with her.

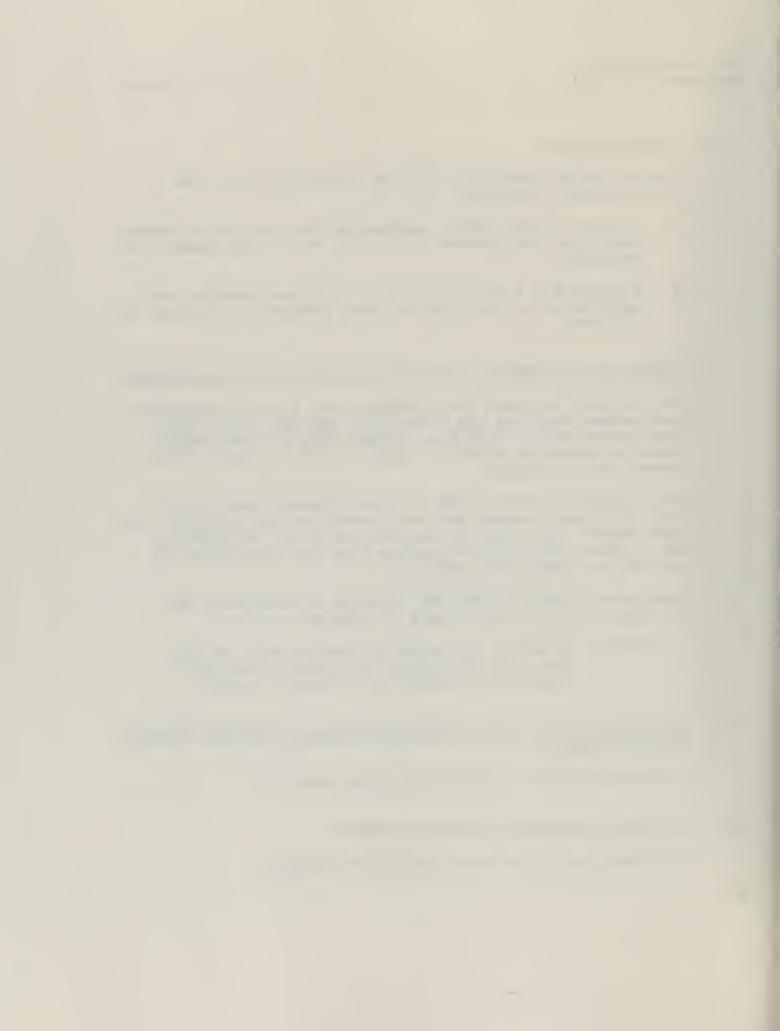
ACTION: A motion was made by Commissioner Palega, seconded by Commissioner Garlington and carried to accept Mr. Pitcher's report.

VI. <u>DISCUSSION - S.F. SENIOR ESCORT PROGRAM, TOM DORN, BUDGET</u> ANALYST OFFICE

Postponed until the next Commission meeting.

VII. DISCUSSION-PROPOSED CULINARY PROGRAM

Postponed until the next Commission meeting.



VIII. <u>DISCUSSION - PG & E POWER PLANT, CALVIN HAYES, PRESIDENT, BUSINESS DEVELOPMENT INC.</u>

Postponed until the next Commission meeting.

IX. <u>NEW BUSINESS</u>

Commissioner Madison had spoken to Ms. Sonia Gray who is in charge of the grants for the Art Commission and he expressed the interest of the Commission in the art program that is being developed. Ms. Gray would like to make a presentation to the Commission on a Thursday meeting—if it is convenient for the Commission. President Jones asked that a letter will be sent inviting Ms. Gray to attend the first meeting in November because Mr. Tom Dorn and Mr. Calvin Hayes will be scheduled for the next Commission meeting.

Commissioner Madison made inquiries about facility improvement--installing a sidewalk from the parking lot to the building to avoid having to walk on the grass area. Mr. Pitcher stated that CWE is in the process of doing this.

President Jones wanted to know if all the directional signs have been installed. Mr. Pitcher replied that all the signs are prominently displayed in the designated areas.

Commissioner Palega questioned the outcome of the shipyard artist meeting in terms of an expansion of the program to other neighborhood schools. Commissioner Madison stated that one other artist has been in touch with Ms. Gray and other artists are interested. While discussing the status of the program with Ms. Gray, she had mentioned that because it is a new program, the guidelines have not been established yet. Ms. Gray does not perceive the actual funding for the program in the near future. The proposals that were submitted will be the basis for the guidelines that are developed and after completion, they will be circulated among the art communities.

Commissioner Garlington questioned the status of the Executive Director position. Mr. Pitcher stated that a meeting was planned to take place that week between the Commission Personnel Committee, DPW Personnel Director and Civil Service; however, since Commissioner Brown serves on the committee, it was inappropriate at this



time. (Mr. Pitcher will notify Commissioners Ettinger, Brown and Palega of the meeting when a date is set.)

X. PUBLIC COMMENT

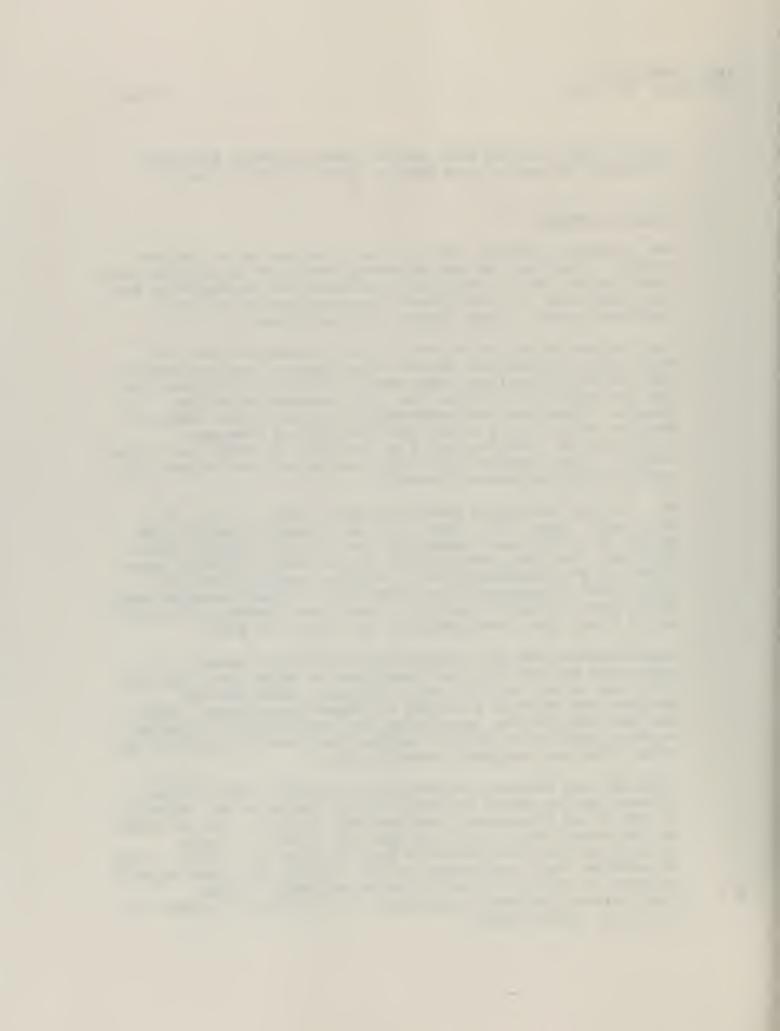
Ms. Espanola Jackson had written a letter to Mr. Wayne Hughes, President of the Planning Committee clarifying the position of the New Bayview Committee and apologizing for the testimony that was given in objection to the South Bayshore plans. (The letter was read aloud.)

Ms. Jackson also apologized to the Commission and CWE staff for the protest letter being read at the meeting of the planning committee because it had been withdrawn, but she was unable to inform the full membership of its change. There was an understanding that if the issue of dealing with Islais Creek with the Native American artifice, Ms. Jackson would be notified in order to inform others. (Mr. Pitcher will have copies of the letter made for the Commissioners' perusal.)

Ms. Jackson announced that on October 7th, 11:00 a.m. at City Hall, Room 228, there will be a hearing before the Board of Supervisors regarding the County Transportation Service. In 1989, Proposition B was voted on which meant that the BVHP community will receive \$100 million for Light Rail (transportation services). Other counties want that money to expand the Cal Trans down Highway 101--which would limit the transportation services for BVHP.

Commissioner Madison stated that Supervisor Maher addressed the New Bayview Committee on this issue and the City has to act on this very quickly. Commissioner Madison had written a letter to Supervisors Maher, Ward and Kennedy who are sponsoring the installation of metro service down Third Street--before the county transfers the money into the regional transit pool.

Commissioner Madison suggested that rather than writing letters to the three sponsors of the legislation, to write to the other Supervisors expressing concern. The decision of the money would really affect the future of mass transit in this neighborhood for 30 years or longer. This is perhaps the last chance to get funding for good transit service in this area and it is an important issue. Commissioner Madison encouraged the writing of letters to the other Supervisors.



Mr. Pitcher stated that the Mayor's Office contacted him that the Mayor will be present at a committee meeting on the third Wednesday of next month to discuss this issue and Light Rail. Notices will be circulated throughout the community of this meeting.

Ms. Jackson noted that the Board of Supervisors will be voting on this on October 7th. Commissioner Madison stated that this is the committee and any action they take will have to be approved by the full Board.

Ms. Jackson added that during the construction of Third Street, plans were underway for laying the rail lines for metro services. It would be more practical to have the service linking Third Street with the rest of the City as opposed to the link with Cal Trans and San Mateo county.

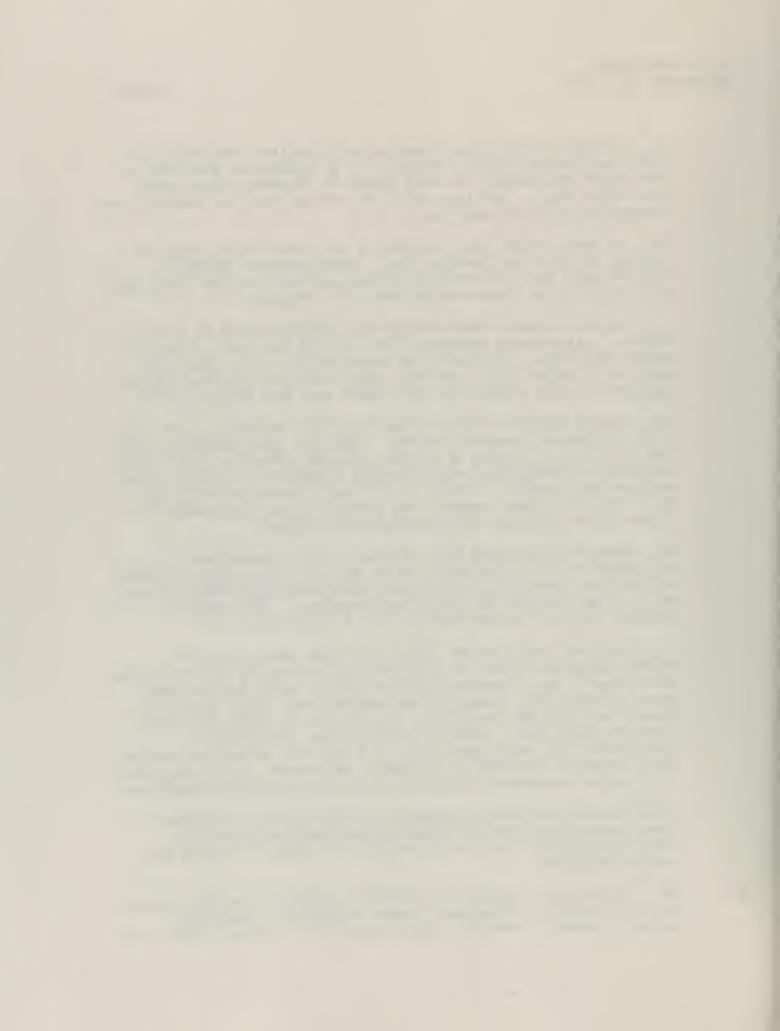
Ms. Gloria Crosson distributed the fall schedule for the CCSF Southeast Campus classes. She has been working with the faculty to devise a master plan of programs for this facility--developing certificated programs at entry level and moving towards a vocation or matriculation with the main City College campus. At present, the attendance is up and most classes have maximum enrollment.

Ms. Crosson discussed the various fall classes and proposed future offerings, such as court reporting (legal secretary), contract education (engineering/architecture), and office technology (word processing). She spoke briefly of her background with the district.

Commissioner Garlington wanted to know what type of advertising was done to apprise the community of the class offerings? Ms. Crosson replied that a bulk mailer was done through the community organizations, City Hall mail boxes and all the churches. She plans to work with BAN, Computer Currents, Micro Times and the CCSF Music Department for more publicity. Also, she plans to contact the Chronicle Newspaper and Metro Reporter. Commissioner Garlington suggested contacting the Independent Newspaper.

Commissioner Madison suggested contacting the Bayview Opera House because they have a professional quality recording studio that will soon be in operation and can assist with PR.

Mr. Pitcher will forward a list of community organizations to Ms. Crosson. President Jones suggested that she contact these community organizations to request that the



schedules be added in their mailings.

President Jones requested that Ms. Crosson research the possibility of offering a course in general contracting. Ms. Crosson stated that the district has existing apprenticeship programs at John O'Connell Campus. She will, however, ascertain the feasibility of including those programs here.

President Jones requested an update on the furniture and equipment that were ordered. Ms. Crosson reported that the furnishings have been arriving and the last part is expected the 27th of this month. She encouraged everyone to take a tour of the facility.

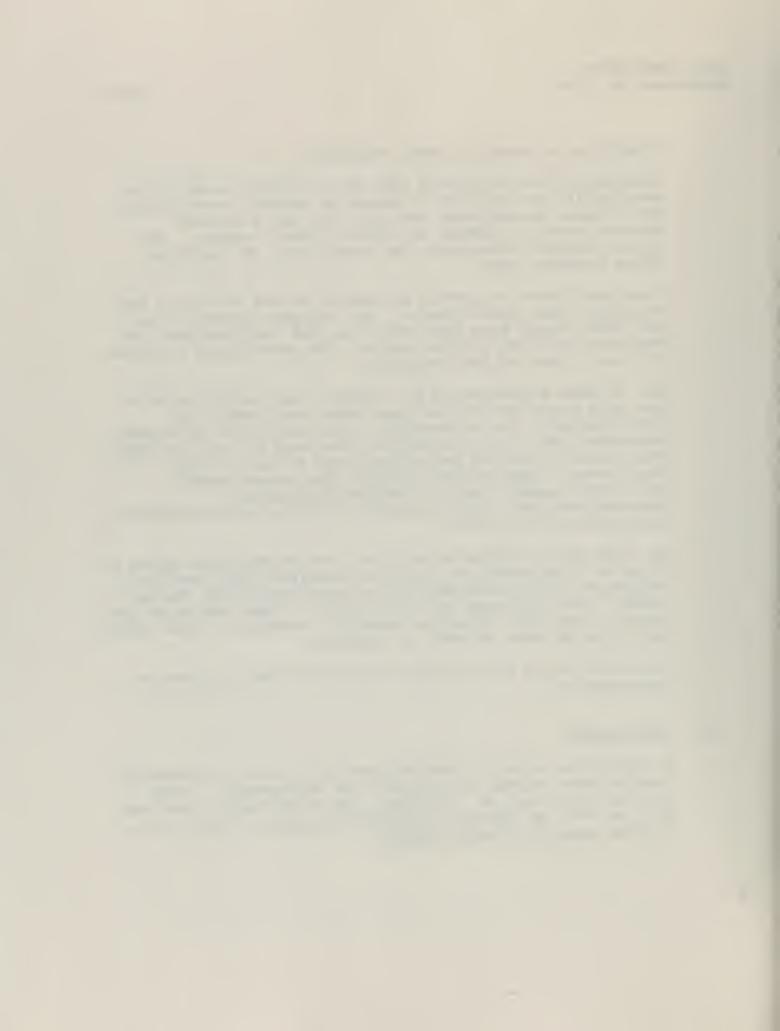
Ms. Jackson acknowledged Ms. Crosson for assisting with the Cala Foods interviews—she made sure that staff participated. The orientation will take place on Monday, September 30th and training will be held at this facility. There were about 600 interviews from a slate of 800 applicants. Commissioner Palega also acknowledged Ms. Clara Rogers from YCD for her assistance. Commissioner Garlington reported that the ground breaking ceremony went very well.

Ms. Rose Mary Johnson asked that consideration be given to place a "Slow Down" or "Children Playing" sign near the childcare center because of the heavy traffic on Phelps Street. (Mr. Pitcher will follow-up on this and have the traffic engineer conduct a survey.) President Jones asked that this be done as soon as possible.

President Jones thanked Ms. Crosson for her informative presentation.

XI. ADJOURNMENT

A motion was made by Commissioner Garlington, seconded by Commissioner Palega and carried for adjournment. The meeting adjourned at 7:00 p.m. The next regular meeting will be held on Thursday, October 10, 1991 at 6:00 p.m., in the Community Meeting Room.





ART AGNOS Mayor

Shirley Jones President

Sululagi Palega Vice President

Bobbrie Brown

Matt Ettinger

Ethel Garlington ouise C. Jones

Scott Madison

SOUTHEAST COMMUNITY FACILITY COMMISSION CITY and COUNTY OF SAN FRANCISCO

NOTICE OF MEETING

Thursday, October 10, 1991 6:00 p.m.

1800 Oakdale Avenue, Community Meeting Room San Francisco, CA 94124

AGENDA

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF MINUTES September 25, 1991
 - IV. COMMUNICATIONS
 - V. REPORT Todd Cockburn, Executive Director, CWE or Designee
 - VI. DISCUSSION S.F. Senior Escort Program, Tom Dorn, Budget Analyst Office
- VII. DISCUSSION PG & E Power Plant, Calvin Hayes, President, Business Development, Inc.
- VIII. DISCUSSION Proposed Culinary Program
 - IX. NEW BUSINESS
 - X. PUBLIC COMMENT
 - XI. ADJOURNMENT

POSUMENTS DEPT.

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ART AGNOS Mayor

Shirley Jones President Sululagi Palega Vice President

Bobbrie Brown

Matt Ettinger

Ethel Garlington

Espanola Jackson

Scott Madison

SOUTHEAST COMMUNITY FACILITY COMMISSION CITY and COUNTY OF SAN FRANCISCO

M I N U T E 8
THURSDAY, OCTOBER 10, 1991
6:00 P.M.
1800 Oakdale Avenue
San Francisco, California

I. CALL TO ORDER

The regular session of the Southeast Community Facility Commission was called to order by Commissioner Palega, Vice President, on this date, commencing at 6:25 p.m.

II. ROLL_CALL

Commissioners

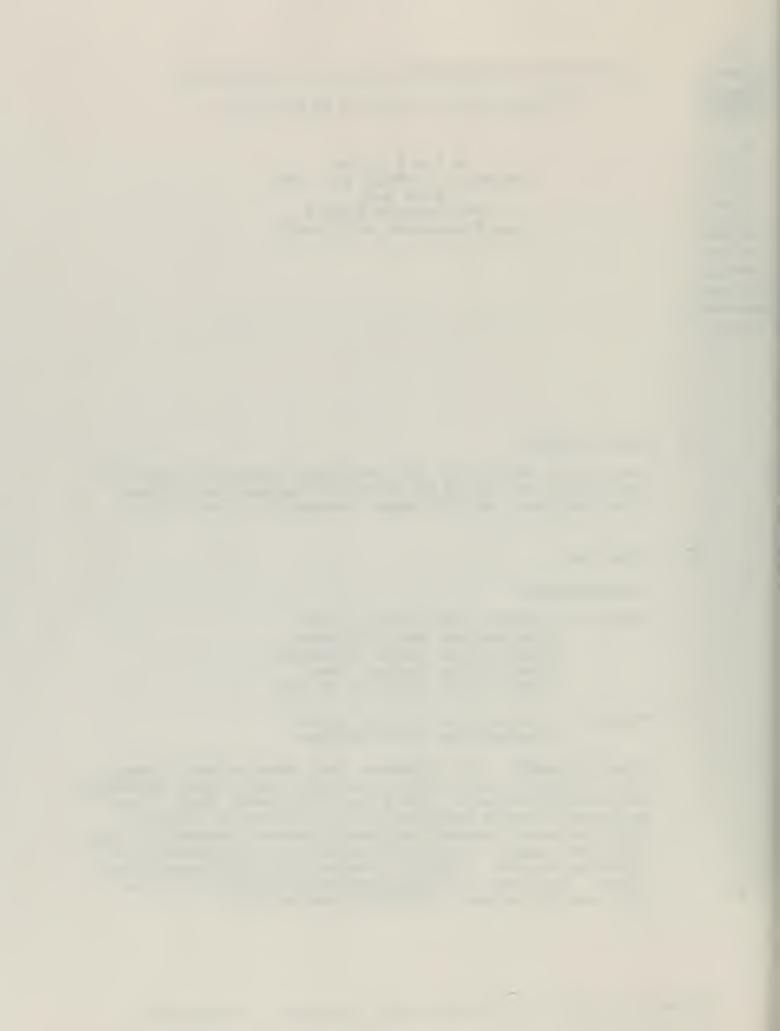
Present: Commissioner Bobbrie Brown

Commissioner Matt Ettinger Commissioner Ethel Garlington Commissioner Louise Jones Commissioner Sululagi Palega

Excused: Commissioner Shirley Jones

Commissioner Scott Madison

Others Present: John Rathsam, Real Estate Department; Alex Pitcher, Public Affairs Manager, CWE; Laroy McDonald, Business Development, Inc.; Gloria Crosson, Dean, CCSF Southeast Campus; Rosemary Darden, Associate Director, CCSF Southeast Campus; Rose Mary Johnson, Counselor, CCSF Southeast Campus; Espanola Jackson, Dist. 7, Democratic Club; Michelle Frazier, Director, Senior Escort Program; Lovey Barnes, resident; Ella Stoneham-Brown, Public Affairs, CWE; and Liz Palega, CCSF/SECF Commission.



III. APPROVAL OF MINUTES

Ms. Espanola Jackson asked that the minutes of September 25th be amended on Page 4, Item X of Public Comments to reflect:

"Ms. Espanola Jackson had written a letter to Mr. Wayne Hu...clarifying the position of the District 7 Democratic Club...".

ACTION: A motion was made by Commissioner Ettinger, seconded by Commissioner Louise Jones and carried to adopt the minutes of September 25, 1991 with the above corrections.

Ms. Jackson read a letter addressed to Mr. Todd Cockburn from Ms. Rosemary Cambra, Chairwomen of the Muwekma Tribe authorizing Ms. Jackson as liaison and to act in the interests of the Muwekma Ohlone Tribe concerning City clean water issues. (Copies of the letter will be forwarded to each Commissioner.)

IV. COMMUNICATIONS

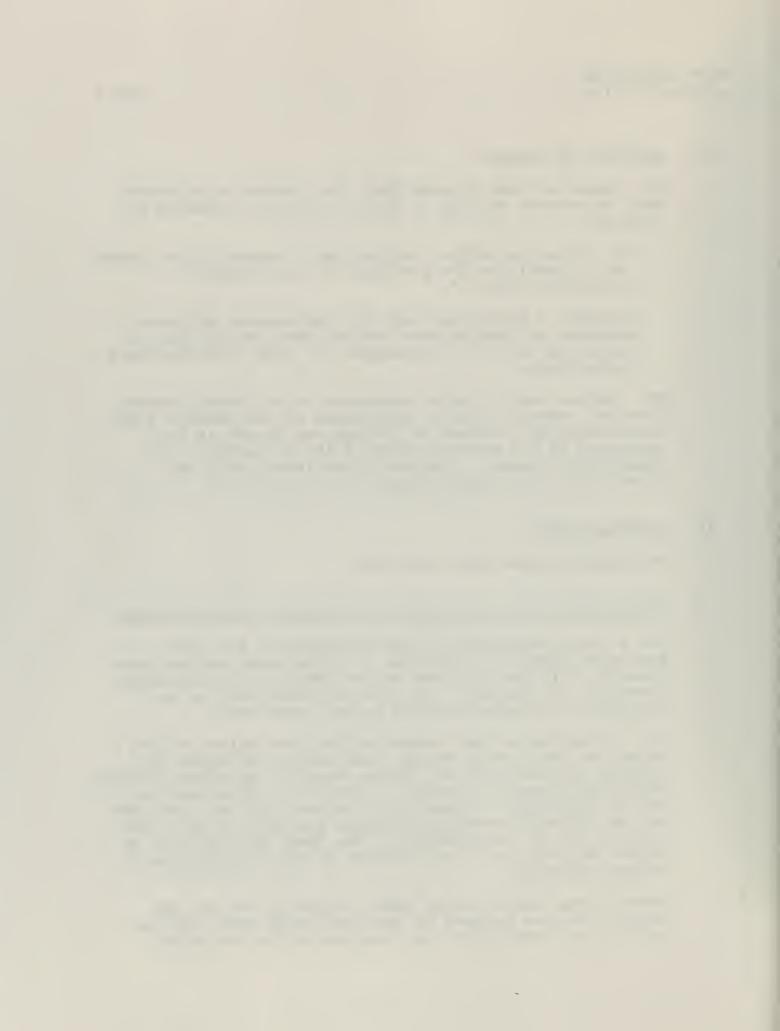
No communications were submitted.

V. REPORT-TODD COCKBURN, EXECUTIVE DIRECTOR, CWE OR DESIGNEE

Mr. Pitcher reported that the announcement for the Executive Director's position is being developed and upon receipt, will be forwarded to the Commission's Personnel Committee for review. (Mr. Pitcher asked that he be contacted of changes desired by the committee.)

As a follow-up on the request of the Commission to have a report on the consent decree from members of NAACP, Mr. Pitcher had contacted Ms. Lulann McGriff, President of the NAACP San Francisco Chapter. A tentative date has been set for Thursday, November 14, 1991 and will be confirmed by the following weekend--to allow for ample time to get notices out to the community. The NAACP will be able to report on their position in terms of the busing/consent decree situation.

Commissioner Jones stated that the busing was not the issue, but what happens to those children when they get off the bus (assurance that they are being monitored).



Ms. Jackson reported that there is a movement taking place that had started with Supervisor Hsieh regarding the busing issue and there will be a press conference on October 23rd.

As requested at the last meeting to have an engineer survey the flow of traffic near the childcare center, Mr. Norman Bray, City Traffic Engineer, was contacted and his office will conduct a study to deterthe appropriate sign to install.

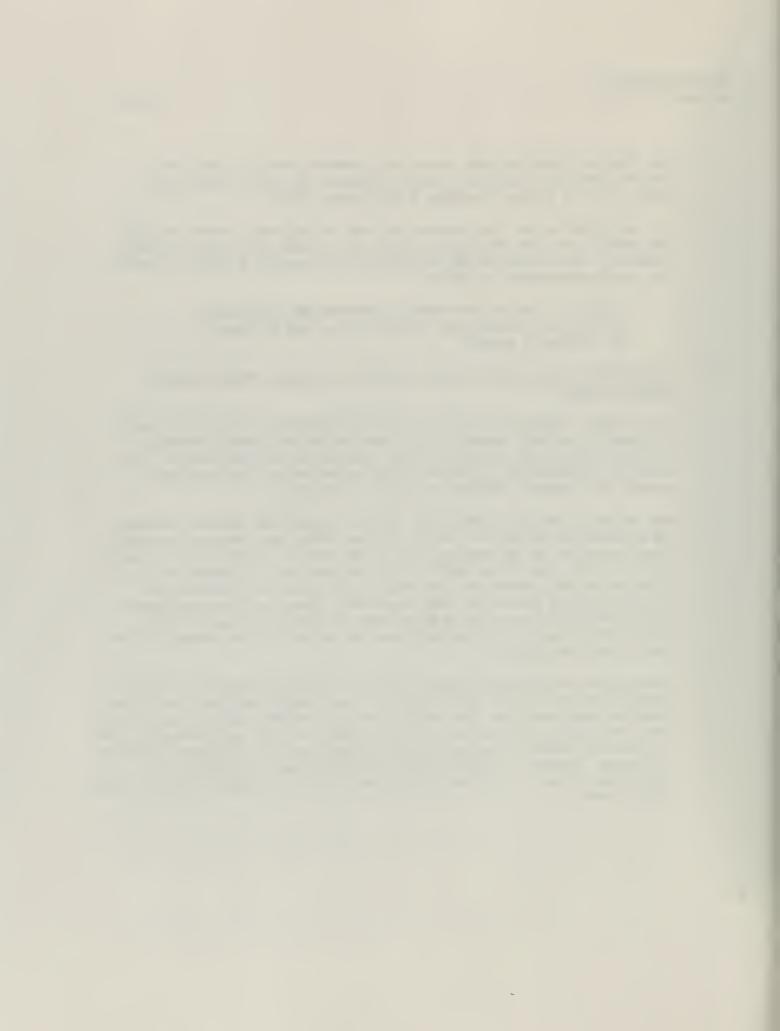
ACTION: A motion was made by Commissioner Garlington, seconded by Commissioner Brown and carried to accept Mr. Pitcher's report.

VI. DISCUSSION - S.F. SENIOR ESCORT PROGRAM, TOM DORN, BUDGET ANALYST ANALYST OFFICE

Mr. Pitcher announced that Mr. Dorn was prepared to attend the last Commission meeting, however, this item had to be canceled because of funeral services attended by the Commissioners that evening. Mr. Dorn had contacted Mr. Pitcher to apologize for not being able to attend this meeting because of a prior commitment.

Ms. Michelle Frazier stated that in 1989, Supervisor Kennedy requested an audit of the Senior Escort Program under the previous administration—which is now taking place. The program is doing well—averaging 30 new clients per month, staff in the field is escorting 3-4 clients per day, there are two vans in operation to transport the seniors and the budget has been approved. There are five employees at this site and outreach is being done to recruit seniors in the low—income housing. The overall program is serving an average of 300-500 clients per month.

Commissioner Garlington wanted to know if the seniors have to pay for transportation to their appointments? Ms. Frazier replied that if the vans are not available, the seniors are not compensated for using their own money, but are given taxi transit scrips to use (approximately \$30). At present, there are senior escort offices located in Western Addition, Chinatown, Mission, Bayview Hunters Point/Potrero, North/South of Market and Portal. The central office is in the Mission district, 1101 Capp Street.



VII. DISCUSSION-PROPOSED CULINARY PROGRAM

Mr. McDonald reported that he was not able to forward the requested information to President Jones regarding the status of the applicants who applied for the 25 slots. (Mr. McDonald will fax the information to President Jones and report on it at the next Commission meeting.)

Ms. Crosson presented the budget summary for the culinary program (1991-92) and the estimated cost of setting up the program (\$438,176). The Kopp monies allocated for the program are still available. Ms. Crosson briefed the Commission on the culinary art programs district-wide: hotel and restaurant at City College, hospitality at Downtown Campus and the apprenticeship culinary program at Chinatown Campus.

At this point, the Chancellor has not discussed the proposed culinary program for this site with Ms. Crosson; and to her knowledge, no decision has been made. Ms. Rose Mary Johnson stated that consideration should be given to whether or not a culinary program meets the needs of this student population as opposed to other program offerings. The current student enrollment in the other culinary programs is low and there is no waiting list. There needs to be a study conducted to determine whether or not a hotel and restaurant program under the auspices of community college would be feasible at this time for this student population.

Ms. Johnson further stated that she did not receive any information about the 25 slots at City College. Commissioner Palega suggested that she communicate with Chancellor Dobelle and Dr. Marquis because they offered the 25 slots and if they were not filtering the information to their staff, then there is a communication problem at the college level--not the Commission level.

The Commission was informed that the slots were available and had to be filled. There was a lot of bureaucracy at



the City College level concerning the prerequisites for the students which was of concern to the Commissioners. There was an extensive effort made at the community level and a number of prospective students were recruited. The applicants were screened and completed their applications, however, they were ousted at the interviewing process. Commissioner Palega reiterated that the directive for the college staff should have come from the Chancellor and/or college administration. A lot of people were involved in recruiting the students and Mr. Calvin Hayes offered scholarship funds to avoid financial barriers for the students.

Ms. Johnson noted that she has not been approached by anyone, except one time regarding the 25 slots and she has not seen any students. Commissioner Palega explained that the students went directly to City College and perhaps that is a problem. However, that is something that the Chancellor needs to be approached about. The Commission met with the Chancellor, the Mayor, Dr. Marquis and the process was discussed. The Commission was told how to handle the process and it was followed—the process was not created by the Commission. The City College staff did the orientation, so it was not the fault of the Commission nor the community. Commissioner Palega suggested that Ms. Johnson report back to her superiors and deal with this internally. The Commission successfully completed the task they were directed to do.

Ms. Johnson added that if only two students qualified for the 25 slots, then something needs to be done with the remaining slots because the Southeast Campus is here and it has a function. Commissioner Palega noted that the Commission did work with the Director of this facility at that time in trying to fill the slots. Dr. Juanita Owens was aware and participated in the recruitment process. Commissioner Brown stated that the Commission was given 30 days to recruit students.

Commissioner Brown attended a meeting on October 2nd at City College, at the invitation of Dr. Marquis. It was a meeting of black citizens and educators to discuss the quality of education in San Francisco. One of the agenda items was the culinary arts program. Chancellor Dobelle mentioned that he received a letter from this Commission regarding raising the rent and he said that he did not know if the college would remain at the facility. Mr. Pitcher remarked that the Chancellor was in error because the letter did not come from the Commission—it came from

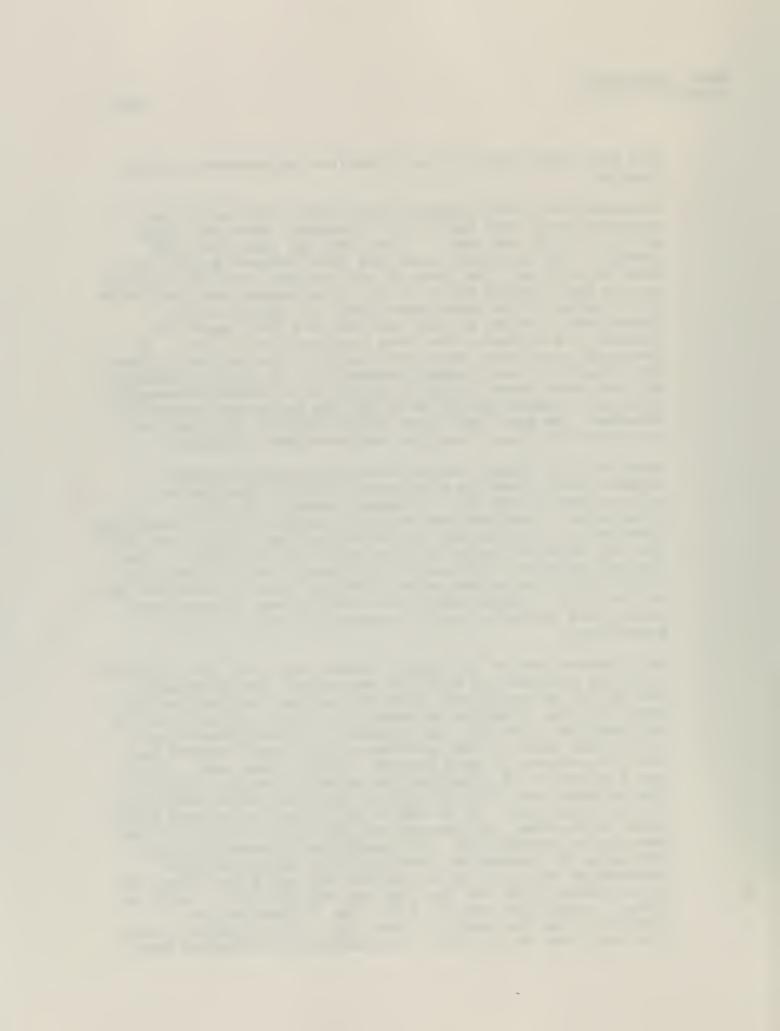


the City and County of San Francisco Department of Real Estate.

Commissioner Brown further stated that the Chancellor reported that CCSF has 85,000 students, \$400,000 less money, 94% of the cost goes towards personnel and faculty, the administration has been reduced by 36% to save \$1 million, the faculty and classes were not cut and at the main campus there is 33,980 students and they were overcrowded. The Department Chair of the Hotel and Restaurant Program at City College was very negative towards the students who were recruited from here. He remarked that these students started late and recruitment and placement has already started for the Spring semester. He felt that these students should have taken non-credit culinary classes before entering the hotel and restaurant program. He also felt that these students will not be successful because they did not have what it takes.

Commissioner Palega stated that such comments would suggest that there is a barrier placed on residents of this community--which is a great concern of this Commission. Commissioner Palega apologized for Chancellor Dobelle and Dr. Marquis not conveying the information to the new administration of this facility and staff. The Chancellor made a statement previously that the Bayview Hunters Point area has never received fair representation at the City College level, and his job was to make sure that these students would be upgraded--which is not happening.

Ms. Johnson stated that the students who were not accepted into the program can still be salvaged. The Southeast Campus has an excellent learning lab and instructors to work with the students in acquiring their academic skills and prepping them for the program. Commissioner Brown noted that some of the applicants that were dropped had their Associate of Arts Degree, transcripts, etc. It is not a question of prepping the students because some of the students are already working and were never scheduled for an interview. It is not a criticism for anyone here, other than, that the program was set up to fail. At the meeting of October 2nd, Ms. Geraldine Johnson offered a challenge to Chancellor Dobelle if he would consider purchasing the Costa Bravo Restaurant and Motel, that she would assist with the funding and use that as a training site. Chancellor Dobelle took Ms. Johnson up on a inspection of the facility that day. Commissioner Brown also went and on the way, the Chancellor suggested that



perhaps they should wait another day to discuss this, however, they did tour the facility.

Commissioner Ettinger questioned if the student applicants who were not accepted into the slots were going to give a report. Commissioner Brown replied that two letters have been sent and all of the applicants have not responded. (A follow-up will be done before the next meeting.) Four of the applicants are taking additional classes in writing and math, and one of the two students who entered into the program has dropped because of medical reasons.

Commissioner Palega noted that it was requested by the Commission to the City College staff that ample time be given for notice of interviews, but some of the applicants were notified a day before their interview. These were some of the problems and barriers that the applicants encountered. Commissioner Palega stated that the names of the applicants will be forwarded to Ms. Crosson. Hopefully, the Commission and Southeast Campus staff can work together in a collective effort to make this program successful.

VIII. <u>DISCUSSION - PG & E POWER PLANT, CALVIN HAYES, PRESIDENT,</u> BUSINESS DEVELOPMENT INC.

Mr. McDonald stated that Mr. Calvin Hayes did not intend to be placed on the agenda to make a presentation. They are in the process of developing a PG & E Power Plant upgrade; however, they would like to meet with individuals in the community to get input before proceeding with this project. A presentation will be forthcoming sometime in the beginning of next year. (Information of what this project entails was distributed among the Commissioners.)

IX. NEW BUSINESS

Ms. Gloria Crosson announced that the Southeast Master Plan Coordinating Committee has been formed to do community outreach that might have been lost during the reorganization of the college. This committee is comprised of community persons, college staff (faculty, counselors, administration) and students. Ms. Crosson requested a member of the Commission to serve on the committee--Commissioner Garlington volunteered to serve.

The first meeting was very lengthy and a lot was



accomplished. The purpose of the committee is to deal with problems related to the Southeast Campus:

- a) Attrition of Students There are many reasons for the under enrollment and one of them is that there are insufficient program offerings.
- b) Recruitment A task force will be setup to do outreach and acquire prospective students.
- c) Publicity More exposure through the media and other sources about the campus.
- d) Programs Update and add programs that will attract and meet the needs of students.

The next meeting has been scheduled for October 21st at 1:00 p.m. Ms. Johnson explained the credit-by petition process.

Ms. Crosson distributed and discussed the stats on the zip code distribution, ethnic population and average daily attendance for the Southeast Campus.

Commissioner Jones requested the breakdown of the classes that the 109 students residing in the 94124 zip code are attending.

Ms. Rosemary Darden, Associate Director of Southeast Campus was introduced and welcomed.

X. PUBLIC COMMENT

Commissioner Palega announced that the ABC Cala Foods Supermarket is not scheduled to open until February of 1992. An effort is being made to train the students that have been certified and get them to the other stores while waiting for the supermarket on Williams Street to open. There has been some problems because the length of time it would take to renovate the building was underestimated. The other problem is that 52 students were certified and only two were ineligible. Private Industry Council (PIC) is going to pay for the on-job-training. Hopefully, Cala Foods will work with PIC in getting these students into the other stores once they are trained. Ms. Crosson and her staff have been very cooperative in locating the space for the training. The young adults who were selected and referred to the PIC office were no different from others



who have been certified through PIC. Overall, it was very successful and most of the students brought the necessary documents. Redevelopment Agency and YCD have been working closely with PIC to assure that this will take place.

Commissioner Brown expressed on behalf of her bereaved family their appreciation to the Commission for concern that was displayed.

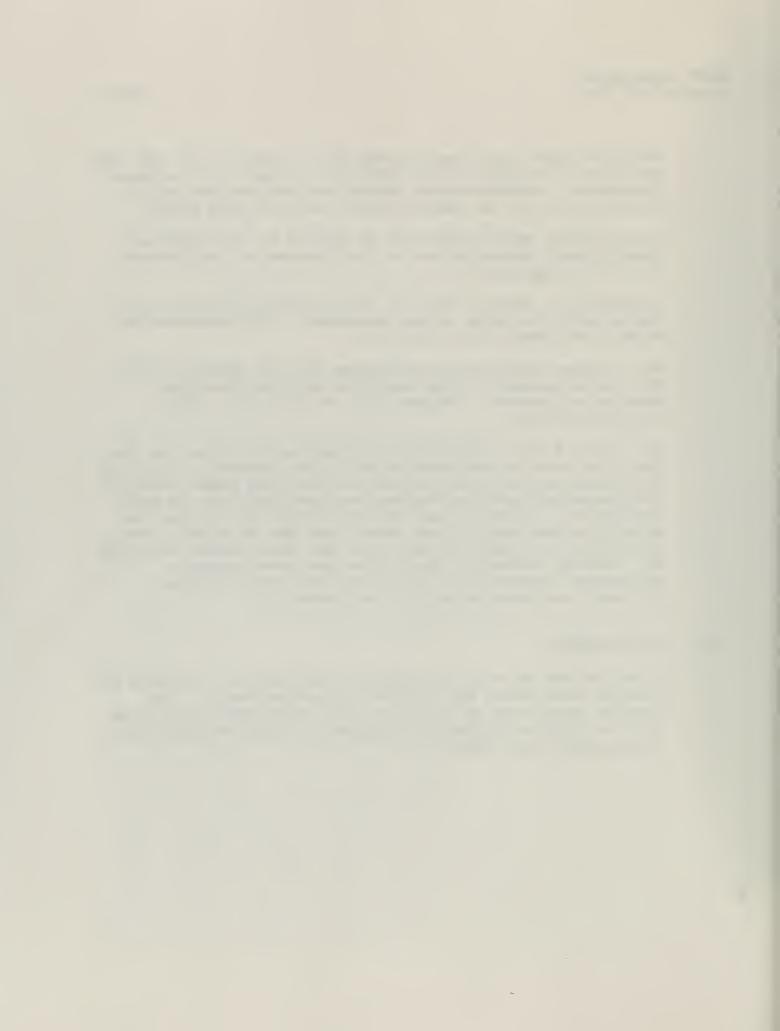
Commissioner Brown announced that there will be an open forum with the Mayor at her resident, 1539 Underwood on Monday, October 14th, 12:45 p.m.

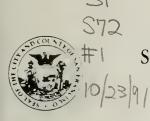
Mr. Pitcher announced that Speaker Willie Brown will be the guest speaker at the next New Bayview Committee meeting on Tuesday, October 15th at 6:30 p.m., SECF Community Room.

Ms. Lovey Barnes commended Commissioner Ettinger for the positive work he has been doing in the community, such as protesting against the developers building homes near her residence and getting the New Bayview Committee to vote against it. Commissioner Palega thanked Ms. Barnes for attending the meeting and asked that she encourage more residents to attend the meetings and voice their concerns. Mr. Pitcher concurred that there has been numerous favorable comments made about the work Commissioner Ettinger has been doing for the community.

XI. ADJOURNMENT

A motion was made by Commissioner Garlington, seconded by Commissioner Brown and carried for adjournment. The meeting adjourned at 7:50 p.m. The next regular meeting will be held on Wednesday, October 23, 1991 at 6:00 p.m., in the SECF Senior Area.





SOUTHEAST COMMUNITY FACILITY COMMISSION CITY and COUNTY OF SAN FRANCISCO

ART AGNOS Mayor

Shirley Jones President

Sululagi Palega Vice President

Bobbrie Brown

Matt Ettinger

Ethel Garlington ouise C. Jones

Scott Madison

NOTICE OF MEETING
Wednesday, October 23, 1991
6:00 p.m.

1800 Oakdale Avenue, SECF Senior Area San Francisco, CA 94124

DOCUMENTS DEPT.

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OCT 2 1 1991

SAN FRANCISCO PUBLIC I PRARY

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF MINUTES October 10, 1991
 - IV. COMMUNICATIONS
 - V. REPORT Todd Cockburn, Executive Director, CWE or Designee
- VI. REPORT Update on EPM and three Satellite Childcare centers by Ella Brown, Public Affairs
- VII. NEW BUSINESS
- VIII. PUBLIC COMMENT
 - IX. ADJOURNMENT





SOUTHEAST COMMUNITY FACILITY COMMISSION CITY and COUNTY OF SAN FRANCISCO

ART AGNOS Mayor

Shirley Jones President

Sululagi Palega Vice President

Bobbrie Brown Matt Ettinger Ethel Garlington Louise C. Jones Scott Madison MINUTES

THURSDAY, OCTOBER 23, 1991 6:00 P. M. 1800 Oakdale Avenue San Francisco, California

DOCUMENTS DEPT.

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I. CALL TO ORDER

The regular session of the Southeast Community Facility Commission was called to order by President Jones on this date, commencing at $6:15~\rm p.m.$

II. ROLL CALL

Commissioners

Present: Commissioner Matt Ettinger

Commissioner Ethel Garlington Commissioner Louise Jones Commissioner Shirley Jones Commissioner Scott Madison Commissioner Sululagi Palega

Excused: Commissioner Bobbrie Brown

Others Present: Alex Pitcher, Public Affairs Manager CWE; Laroy McDonald, Business Development, Inc.; Rosemary Johnson, Counselor/SECC; Ella Brown, Staffperson, Public Affairs, CWE; Lois Greer, DSS/CPC

III. APPROVAL OF MINUTES

A motion was made by President Jones, seconded by Commissioner L. Jones and carried to adopt the minutes of September 12, 1991 with necessary corrections.

DOCUMENTS YOUTH

MAN IN A MOSH

C- MARTINE

IV. REPORT - TODD COCKBURN, EXECUTIVE DIRECTOR, CWE OR DESIGNEE

Mr. Pitcher explained the necessity for the change of venue for this evening's Commission meeting - the community room was being used by the O.J. Simpson family to celebrate his mother's 70th birthday - and apoligized for the mix-up in invitations to Commission members. Mr. Pitcher received an invitation addressed to the Commission President and assumed that other members would eventually receive theirs. When this did not occur, he inquired and was given to understand that the invitation received was intended for all Commission members.

President Jones asked that the record show that her invitation was addressed to Mrs. Shirley Jones and not Mrs. Shirley Jones and the Commission.

Mr. Pitcher acknowledged the same and reinterated that all the Commissioners were invited to attend.

Mr. Pitcher stated, the sidewalk installation leading from the parking area to the community room is nearing completion. President Jones questioned whether the installation was a sidewalk or a divider for the lane. Mr. Pitcher explained, the path would lead from the driveway area and connect with the sidewalk, thereby preventing the necessity of walking on the grass.

Mr. Pitcher further reported that the Young Community Developers informed him that they will be moving into the Southeast Facility Senior Area space, as previously agreed to by the Commission, on a temporary basis within the next few days.

President Jones interjected that renovation of the Young Community Developer's building should begin by the first of November 1991.

Mr. Pitcher discussed the process required for acquiring a traffic and/or safety signal (sign), near the Southeast Facility. There are specific steps which must be taken; survey completed, and public meeting testimony must be taken in support of such actions. Preliminary work is in progress as to which kind of signal/sign, etc. would be most helpful.

President Jones questioned if a pedestrian zone would be added since a stop sign is already installed.

Mr. Pitcher responded that a request has been submitted to the Traffic Bureau and that someone will come out to investigate which kind of signal would be most appropriate for the area - pedestrian zone, traffic signal, etc.

Two EPM Center lamp posts were stolen off the plaza area. Preliminary work is being done to replace the stolen light posts.

President Jones inquired as to whether the Southeast Facility Childcare Center had begun operation.

Mr. Pitcher responded that the program had begun & conducts 2 classes per day. The larger class arrives in the morning and leaves by noon. The second group begins at 12:30 p.m. The Childcare center had requested that additional janitorial services be performed between the classes. Mr. Pitcher expressed concern that the floors would be wet prior to the second childrens group beginning at 12:30 p.m. and that the wet floors constituted a safety hazard. The problem is being worked out and will be resolved shortly.

President Jones inquired as to how many Southeast Campus students also had children registered in the Facility's day care center. Mrs. Rose Mary Johnson, Counselor, S.E. Campus, was requested to conduct a survey and report the findings to the Commission.

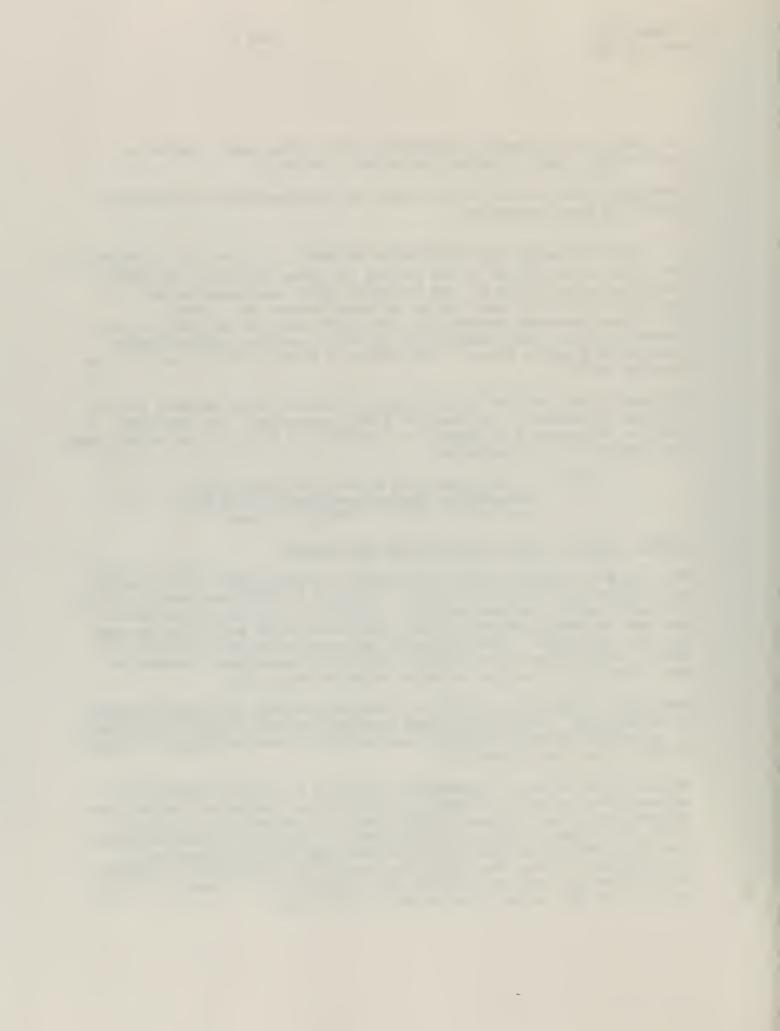
ACTION: A motion was made by Vice President Palega, seconded by Commissioner Shirley Jones and carried to accept Mr. Pitcher's report.

V. REPORT - UPDATE - EPM & SATELLITE DAYCARE CENTERS

Ms. Ella Brown, Public Affairs staffperson, reported that capitol improvement funding previously allocated for the Earl P. Mills and three satellite childcare centers, is now available. The Maintenance Deficiency Report has been received from DPW and deficiencies are being prioritized between the four locations. Various types of improvements needed are electrical outlet installations; fire sprinkler additions/inspections; rebalancing heat distribution; weather stripping exterior doors, etc.

Some major rehabilitation work is in process and other has been completed at the centers. Various classrooms have been painted; playyard resurfacing is in process of being completed; and resurfacing and painting of kitchen cabinets should begin shortly.

We are in the process of attempting to acquire an outside contractural agreement for security services as funding is now available. We have been advised that we must proceed through the city's established procedure (Prop. "J" process) to acquire this service. Funding is available consistent with previous contract specifications (one guard, six days/week, four hrs/da.). During the acquisition process, we will attempt to obtain interim services from the previous minority contractor. Funding is available for the EPM center location only at this time.



President Jones inquired regarding the ADT system at the EPM center.

Mrs. Brown responded that the ADT System is in operation and is relied on totally during non-standard hours of operation. The security guard is especially needed for late evening facility utilization and during the pick up of children from the WYCDC childcare center which is housed within the EPM center.

Commissioners expressed concern that the security contractor be a minority owned business and preferably the previous contractor, if possible. Mr. Pitcher reiterated that the security contract must be acquired through the city's process and that there is a possibility that the previous contractor may not be reinstated.

President Jones suggested that Mrs. Reid, Director WYCDC, be requested to give input with regard to the security guard work schedule. Parents drop off and pick up children as late as 1:00 or 2:00 a.m. and the security guard would allow added protection.

Commissioner Palega inquired as to whether the Commission was liable if a parent was mugged while picking up his/her child at the center.

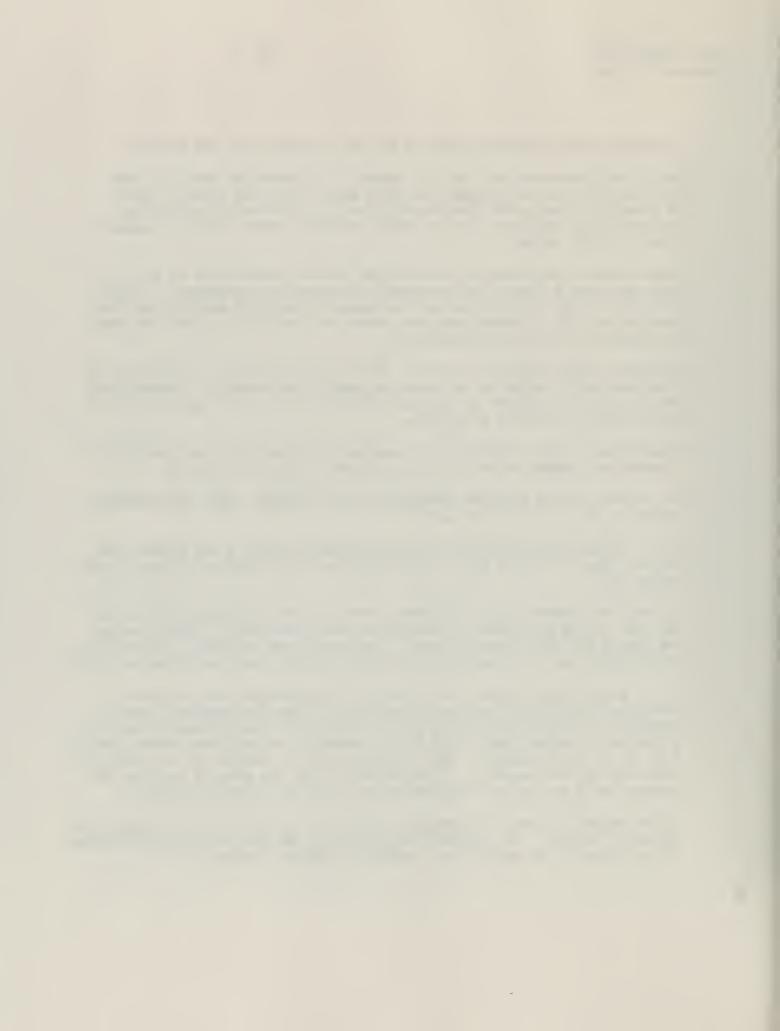
Mr. Pitcher stated that the Commission is not liable. Mrs. Reid maintains insurance for the childcare center.

Ms. E. Brown reported that the tenant rents had fallen a bit behind, but at last report from the Real Estate Department, all rents were current and caught up.

Applied Pest Control (city acquired contractor) has provided pest control services to the EPM center on a donated basis for several months during the period EPM was without funding. Funding is now available and Applied Pest Control has been requested to provide monthly invoices effective 7/1991.

Ms. E. Brown reported that the Bureau of Urban Forestry had visited all four sites (EPM/Satellites) and consented to clear the unwanted plant growth, trim trees, etc. of the centers' grounds. Commissioner Palega inquired as to whether SWAT could also be asked to remove plant growth, debris from the centers; grounds. SWAT requires that an employee be available to supervise the SWAT workers. Commissioner Palega was assured that the SWAT program would be further investigated and a decission would be made.

It was suggested that the Commission set a date to tour the three satellite childcare centers. Mr. Pitcher suppested that the tour be conducted during the day time as the centers are located in high risk areas.



ACTION: A motion was made by President Jones, seconded by Vice President Palega, and carried to accept Ms. Ella Brown's report.

VI. PUBLIC COMMENTS

Commissioner Louise Jones confirmed that the Commission was scheduled to tour the Downtown Center's Culinary Program with Dean Gloria Crosson on October 29, 1991 at 12:30 p.m.

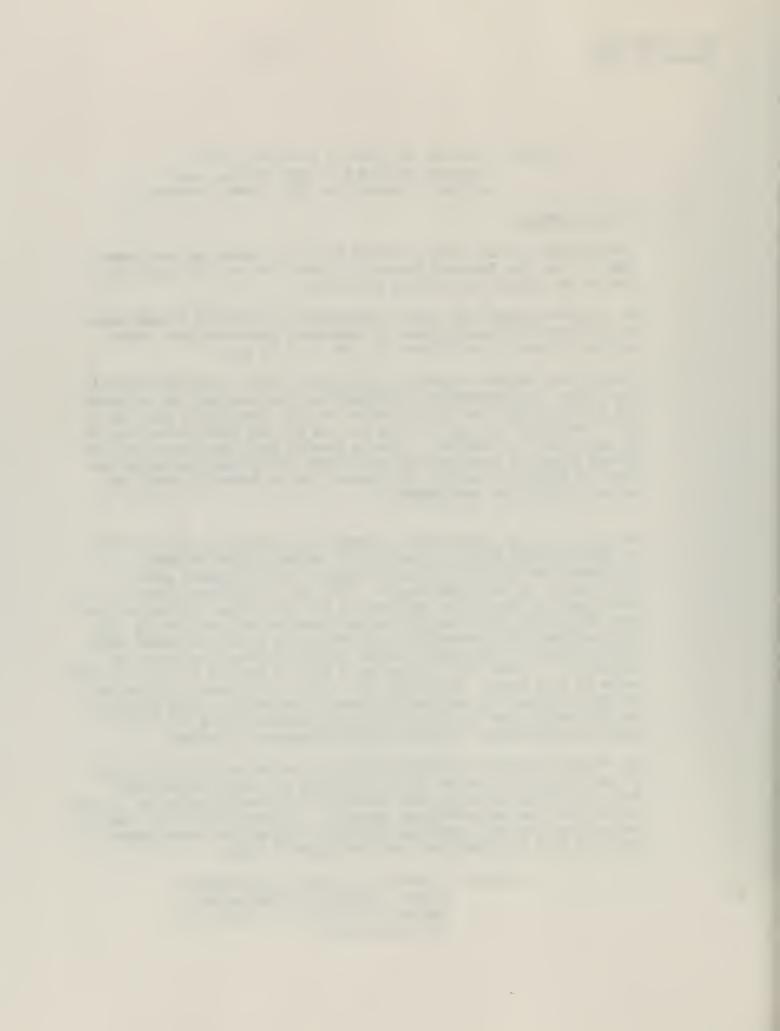
Mr. Pitcher stated that Catholic Charities was holding an open house of their newly renovated home for substance abuse addicted mothers and their infants, on October 26, 1991 at 1:00 p.m.

Commissioner Madison reported that he had several conversations with Sonia Gray, Art Commission's Neighborhood Program, and she indicated the funding guidelines for the mural project (previously endorsed by SECF Commission for the facility and the Bayview Opera House) won't be completed for some time. She is hopeful that the project will be funded through a different mechanism than the current one under the board of directors so that the project can go forward without the delay of guideline development.

Also, most of the Commissioners should have received an invitation to the pre-"Open Studio" brunch at the Hunters Point Shipyard. The Commission will be the special guests at this annual event. The event is called "Open Studio". 120 artists will have their doors open to the public, and this is the one weekend during the year when the public can enter the shipyard and are not required to pass the guard post for inspection. Various means of advertisement have been utilized - literature, booths, display tables, leaflets, and pamphlets. A table will be set up at Bank of America for several days prior to this event. On October 27, a 36' X 30' banner will be hung on the south wall of the Bayview Opera house reading, "The Navy Yard Artists invite BVHP to 'Open Studio 91' November 9 and 10, 1991". Commissioner Madison is hopeful that everyone will attend.

Mr. Pitcher invited the Commissioners to comment on the final draft of the executive director job announcement previously circulated. President Jones suggested that Commissioners should contact Mr. Pitcher should there be any additional comments. Commissioner Palega complimented the personnel committee for their work on the announcement and said that it should meet the Commission's needs.

ACTION: A motion was made by Commissioner Palega, seconded by Commissioner Madison and carried to accept the job announcement.



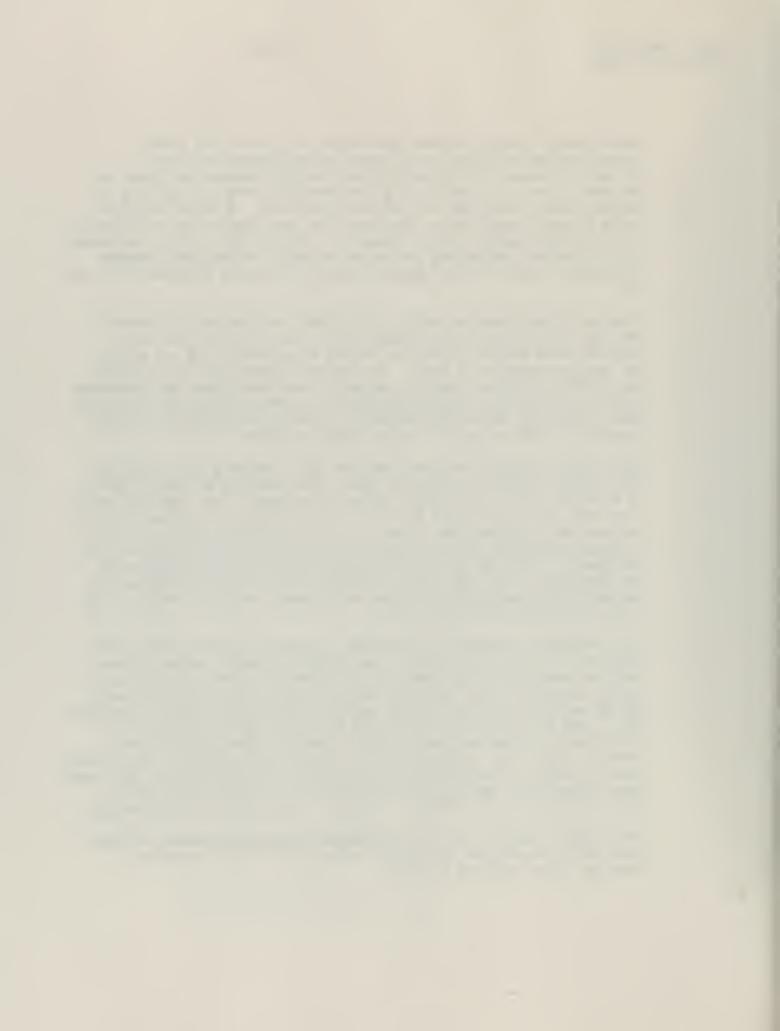
Commissioner Palega informed the Commission that he and Commissioner Madison attended a city event wherein great insight was gained with regard to the working relationship between the Mayor and the Navy. There is a need for a San Francisco Port and industry to attract naval ships into the San Francisco area. A robust shipyard would be very beneficial to San Francisco, and especially to residents of the Bayview Hunters Point community. Commissioner Palega indicated that he was not advocating the basing of ships in the port, however if the Navy required ship repair, the city should be considered for the job.

President Jones inquired about the Culinary program and if students had been certified. Laroy McDonald, BDI, Inc., stated that two students have completed all preliminary requirements and are waiting for the new semester to begin. Mr. McDonald added that one student had difficulty in meeting the program's time constraints and therefore, elected to withdraw. Commissioner Palega commented that the SE Campus staff have made themselves available to assist the Culinary students prepare for classes and to monitor their progress.

Commissioner Palega indicated that the Cala Program's oral interviews will begin on November 4, and 5, 1991. The training will be conducted in Millbrae, CA. This site was selected because it was the only location that could adequately facilitate the training. The students will be provided with Sam Trans passes. It is possible that out of the 72 trainees scheduled, 53 are eligible and hopefully will be employed by Christmas. A list of all successful applicants will be provided to the Commission. At that time, a voucher system can be instituted to reimburse Cala because the present arrangement calls for trainees to be paid when they begin the class.

Laroy McDonald provided clarification regarding the Candlestick Cove State Park landscaping project. He understood that a verbal agreement was made with Young Community Developers to hire from the community and after three months no one had been hired. A meeting was called recently with the various parties—state officials, contractors, etc.— and when knowledge that state officials would be present, the contractors elected to hire locally. However, there is no signed contract that local residents will be hired in the future. YCD is being asked to make a concentrated effort to assure that all future employees come through YCD, especially since there is a proposed six million dollar project in the offing. A final report will be forthcoming.

Mr. Pitcher remarked that Austin Thompson and Juanita Owens had both lost their property in the recent Oakland fire. The Commission extended their sympathy to both.



VII. ADJOURNMENT

A motion was made by Commissioner Garlington, seconded by Commissioner Madison and carried for adjournment. The meeting adjourned at 6:55 p.m. The next regular meeting will be held on <a href="https://doi.org/10.1007/jhar.2007





ART AGNOS Mayor

Shirley Jones President

Sululagi Palega Vice President

Bobbrie Brown Matt Ettinger Ethel Garlington Louise C. Jones Scott Madison

SOUTHEAST COMMUNITY FACILITY COMMISSION CITY and COUNTY OF SAN FRANCISCO

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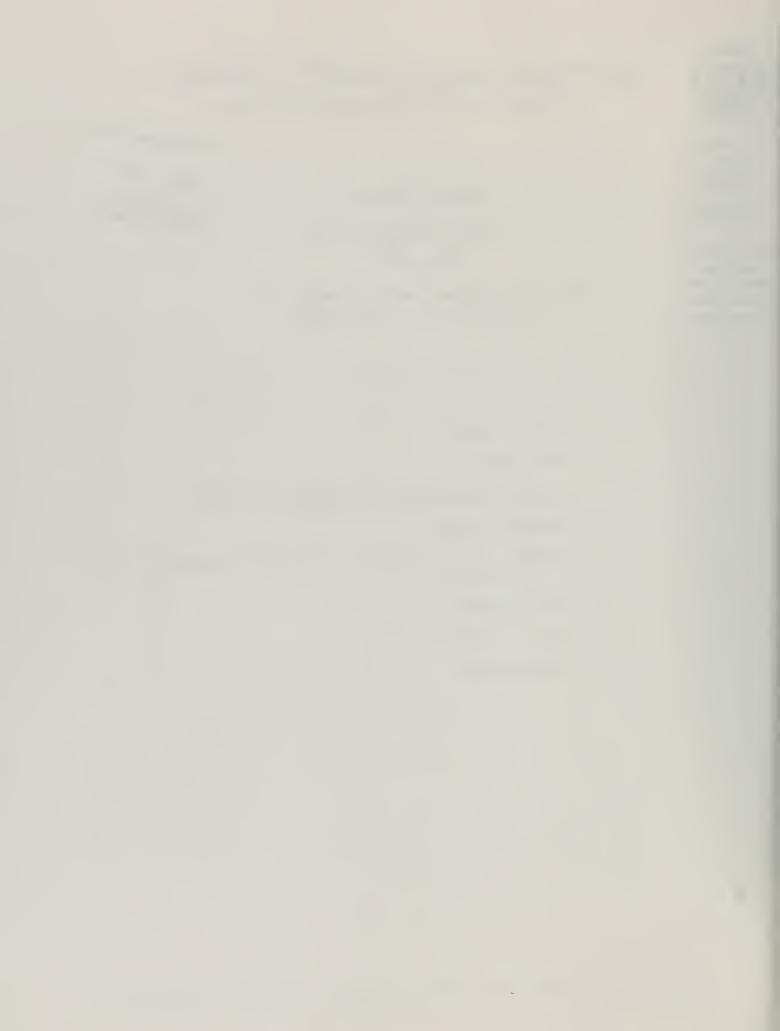
NOTICE OF MEETING

Thursday, November 14, 1991

1800 Oakdale Avenue, Community Meeting Room San Francisco, California 94124

$A \subseteq E N D A$

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF MINUTES October 23, 1991
 - IV. COMMUNICATIONS
 - V. REPORT Todd Cockburn, Executive Director, CWE or Designee
 - VI. NEW BUSINESS
- VII. PUBLIC COMMENT
- VIII. ADJOURNMENT





ART AGNOS Mayor

Shirley Jones President

Sululagi Palega Vice President

Bobbrie Brown

Matt Ettinger

Ethel Garlington

Louise Jones

Scott Madison

SOUTHEAST COMMUNITY FACILITY COMMISSION CITY and COUNTY OF SAN FRANCISCO

M I N U T E S
THURSDAY, NOVEMBER 14, 1991
6:00 P.M.
1800 Oakdale Avenue
San Francisco, California

I. CALL TO ORDER

The regular session of the Southeast Community Facility Commission was called to order by Commissioner Jones, President, on this date, commencing at 6:15 p.m.

II. ROLL CALL

Commissioners

Present: Commissioner Bobbrie Brown

Commissioner Matt Ettinger Commissioner Ethel Garlington Commissioner Louise Jones Commissioner Shirley Jones Commissioner Scott Madison Commissioner Sululagi Palega

Others Present: John Rathsam, Real Estate Department; Alex Pitcher, Public Affairs Manager, CWE; Laroy McDonald, Business Development, Inc.; Gloria Crosson, Dean, CCSF Southeast Campus; Rose Mary Johnson, Counselor, CCSF Southeast Campus; Reverend Ollie Robinson, President, Bayview Baptist Ministers' Fellowship; Ella Stoneham-Brown and Willie McDowell, Public Affairs, CWE; and Liz Palega, CCSF/SECF Commission.

III. APPROVAL OF MINUTES

President Jones asked that the following amendments be made on the minutes of October 23rd:

a) Page 2, Item IV, Paragraph 8: "President Jones questioned if a pedestrian zone and a stop sign would be added".



b) Page 3, Action, Paragraph 5: "A motion was made by Vice President Palega, seconded by <u>Commissioner Louise</u> <u>Jones...".</u>

ACTION: A motion was made by Commissioner Garlington, seconded by Commissioner Palega and carried to adopt the minutes of October 23, 1991 with the above corrections.

IV. COMMUNICATIONS

Mr. Pitcher will locate the card that was submitted by Commissioner Brown and present it to the Commission at the next meeting.

V. REPORT-TODD COCKBURN, EXECUTIVE DIRECTOR, CWE OR DESIGNEE

Mr. Pitcher introduced Rev. Ollie Robinson, President of the Bayview Baptist Ministers' Fellowship who was present at the meeting. Mr. Pitcher asked that a correction be made on Rev. Robinson's mailing address.

Civil Service is still requiring additional information regarding the Executive Director position (an organizational chart has been submitted).

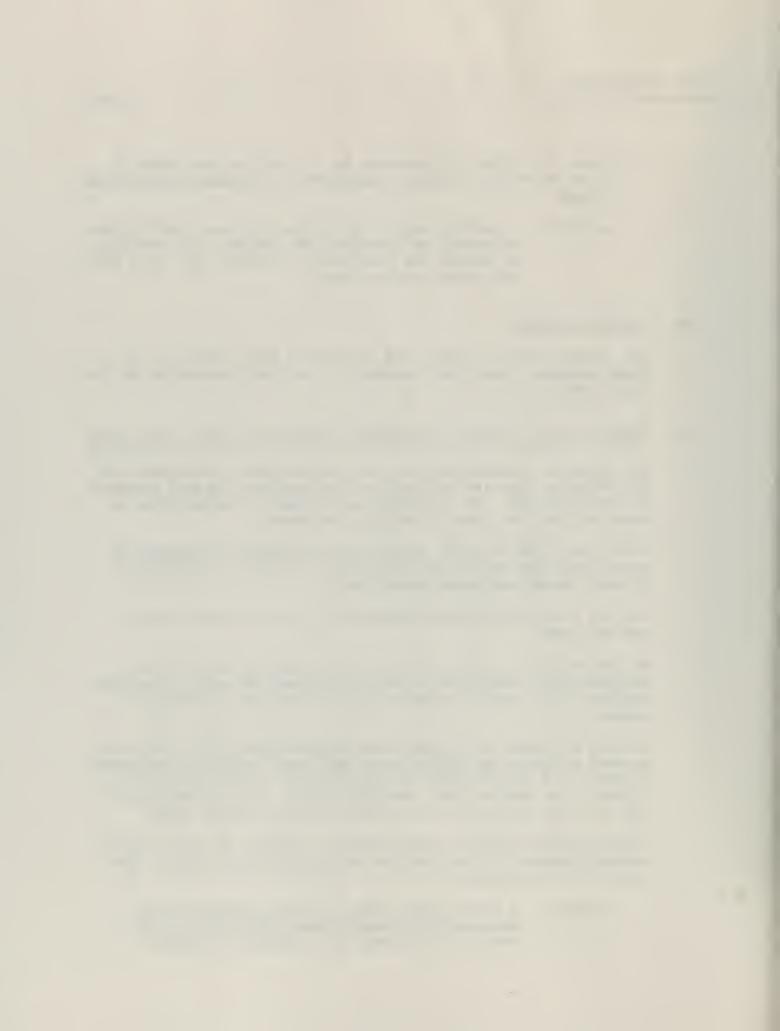
YCD is currently housed temporally in the SECF vacant senior area.

Mr. Norman Bray, City Traffic Engineer and staff are conducting a survey of what is required to make recommendations for traffic signals/signs near the childcare area.

In the November 5th elections, Proposition "A" (3+3) was passed allowing eligible city employees early retirement—which would affect the CWE Department. Mr. Dick Evans, Director of DPW and Mr. Harold Coffee, Project Manager of CWE will be retiring in the early part of next year.

Commissioner Madison commended Mr. Pitcher on the speedy accomplishment of having the new pavement placed at the rear of the building.

ACTION: A motion was made by Commissioner Palega, seconded by Commissioner Garlington and carried to accept Mr. Pitcher's report.



VI. NEW BUSINESS

Ms. Crosson extended an invitation to the Commission to the college's annual Thanksgiving Buffet Luncheon on Tuesday, November 26th, 11:30 a.m. at the Downtown Campus. Commissioner Garlington expressed her appreciation of the luncheon and tour that was held at that facility last month. Mr. Stephen Meeks, Chef of the Hospitality Program was very accommodating on the tour and the students were skillful in the preparation of the food.

Commissioners L. Jones and Madison also enjoyed the luncheon and tour of the cooking facility. Commissioner Madison, especially enjoyed the remarks concerning the culinary program that were made by the chef. He suggested that Mr. Meeks be invited to comment on the culinary program when consideration is being given to establishing one at this facility.

Mr. Pitcher stated that the Downtown Hospitality Program is the type of setting that he had envisioned for this facility. Even though the program is non-credit, it is open entry/open exit which would be more beneficial for this community.

President Jones was very impressed with the presentation made by Mr. Meeks and the pride the students took in creating the gourmet dishes. It is hoped that another such tour will be arranged at a convenient time for all the Commissioners to attend. President Jones agreed that Mr. Meeks should be invited to make a presentation to the full Commission--perhaps sometime in the early part of next year.

President Jones thanked Ms. Crosson for the invitation to the Thanksgiving luncheon and encouraged everyone to attend. (Those Commissioners who plan to make the luncheon were asked to contact Ms. Crosson.)

VII. PUBLIC COMMENT

Commissioner Garlington attended the "open studio" that was held at the shipyard, November 9th and 10th. The Navy Shipyard Artists had beautiful displays and many showed for the event.

Commissioner L. Jones announced that Mr. Pitcher was honored at a recognition ceremony held by DPW the previous



day. He was one of the winners of the DPW Annual Awards. The awards ceremony was held in the Civic Auditorium, Room 415. Ms. McDowell explained that every year, DPW presents an award to its employee who performs community and/or special services. Ms. McDowell and Mr. Alex Mamak forwarded a proclamation acknowledged by all the staff members in their department on behalf of Mr. Pitcher. The selection committee makes their decision solely on the information submitted because no name is attached to the submittals. There was no controversy on the information and it was unanimously agreed that that person (Mr. Pitcher) should receive the award. Commissioner L. Jones added that Mr. Pitcher was the only Afro-American recognized out of a group of 20 persons.

Mr. Laroy McDonald had an opportunity to tour the CCSF culinary program and was amazed at the setting. He met with one of the recipients of the Calvin Hayes scholarship fund and was informed by the Chef that she is a very instrumental part of the CCSF facility. She is doing a great job and the Chef would like to make sure that she is successful in the program. She is, however, having financial difficulties and Mr. McDonald will try to work with her in seeking financial assistance.

President Jones suggested that Mr. McDonald work with Ms. Rose Mary Johnson in acquiring financial assistance for the student. Mr. McDonald further stated that the other student who has experience in the program had to drop because of medical problems. The college staff has assured that she will be given an opportunity to continue her studies next semester. The two applicants who needed additional credits have succeeded and are prepared to enter the program next semester. Another applicant has completed her GED and is also ready to enroll in the program. Ms. Linda Hirose has been very supportive in assisting with filling the slots at CCSF.

President Jones suggested that a system be established to refer prospective students to the Southeast Campus in preparation for the CCSF culinary program.

Mr. McDonald reported that in reference to the Candlestick Cove State Park landscaping project, the same landscaper is a contractor for CWE at Candlestick Park. HRC has a certain amount of minorities to hire; and a meeting has been scheduled for November 20th to meet with the State Department, HRC and YCD to try to get a commitment on hiring people from this community.



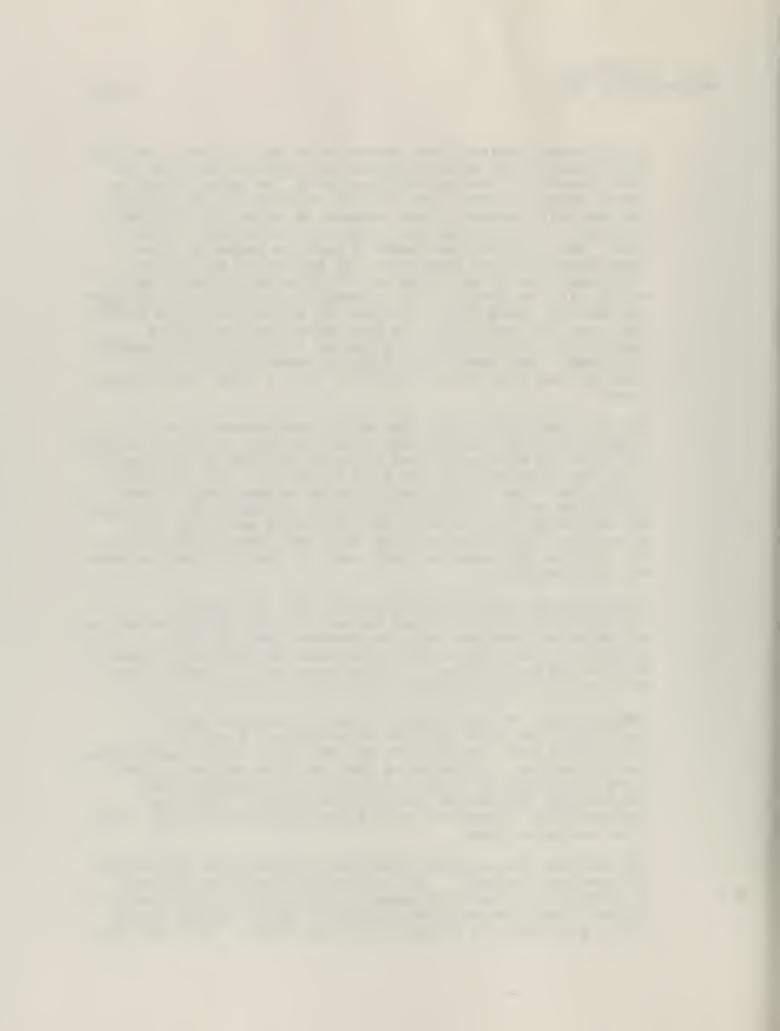
Mr. McDonald stated that there was a PG & E luncheon held to discuss locating key persons throughout the City for involvement in the reconstructing of the power plant on Evans Street. There was a great turnout and discussion on how this community can partake in this \$350 million project. It is hoped that Business Development, Inc. (BDI) can play an instrumental part in terms of jobs, contracting to the community and permanent positions. Although this is going to be a city-wide project, BDI would like to focus on this community because the project is based in this area. There will be 200-300 jobs available and BDI would like to make sure that qualified applicants in this area are served first with the proper training. BDI would also like to reach out to other communities such as Mission that have a high unemployment rate.

Mr. Pitcher stated that the Mayor designated this community as an "enterprise zone" because of the dire need for jobs in this area; and it would be appropriate that jobs are provided for the BVHP residents. Mr. McDonald noted that they are in the planning stages; and it was mentioned to the planning committee of BDI's desire to set up workshops and training for the young adult in this community. The construction will not began until 1997. Mr. Pitcher recommended that some of the training be done at this facility.

Commissioner Garlington announced that the Mayor, Chancellor and 49 trainees showed for the CALA supermarket orientation that was held on November 8th at this facility. The orientation consisted of grooming, dress attire and procedures. The trainees were informed that they will receive stipends for their training.

Commissioner Palega reported that 54 persons were certified out of 65 that were scheduled, 2 of the applicants were ineligible, and 85% were public assistance participation. There was a good balance of female and male participants, transportation reimbursement was negotiated, childcare was provided through PIC, and informational brochures were distributed explaining benefits and procedures.

The on-the-job-training sites vary between San Francisco, Milbrae and Oakland. The classroom training will be conducted in Milbrae because the facility and equipment is there. Training sessions are for 2 weeks (classroom-10 hours per week and OJT-20 hours per week). Four janitors



were hired that were not on the original list, 22 courtesy clerks, 4 cashiers, 2 produce clerks and 21 clerk helpers. Commissioner Palega hopes that more minorities will be involved in the training aspect of the project. He acknowledged Mr. Chuck Bradley for the great job he is doing in handling the overall process.

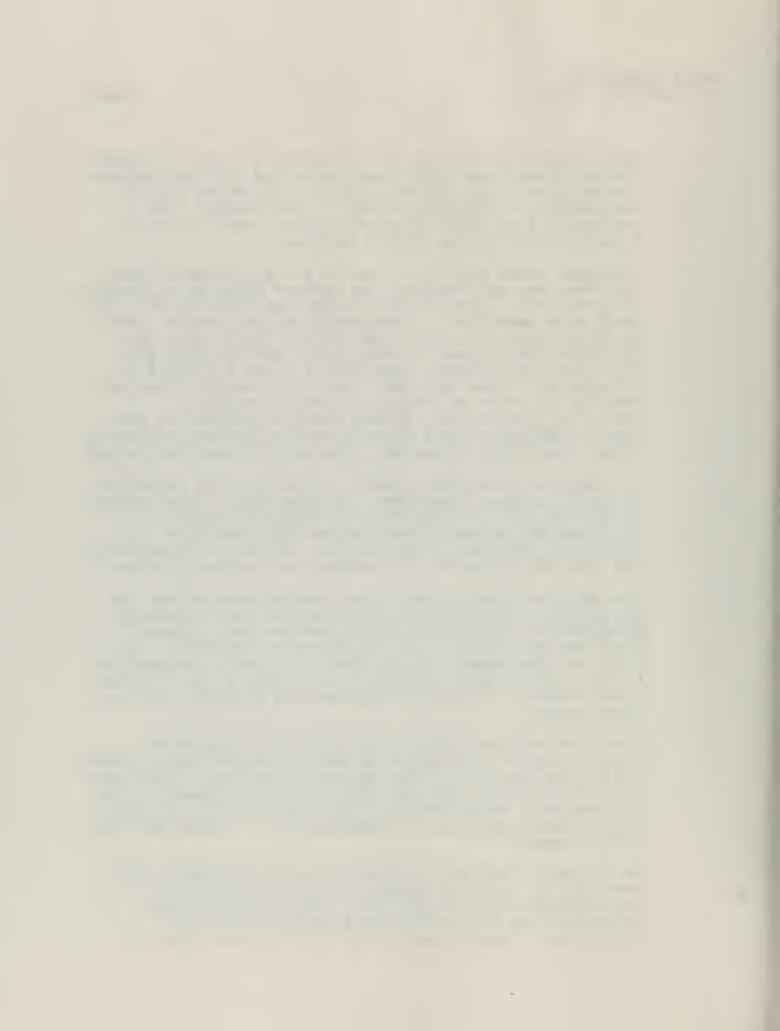
President Jones wanted to know if the participants felt that they may not complete the process after going through the screening. Commissioner Palega replied that the CALA panel were sensitive to the population as a whole. The courtesy clerks, cashiers and produce clerks will earn \$7.58 per hour; clerk helpers \$5.75; and janitors \$13 plus. The participants were paid for the 2.5 hours of orientation. Once employed, they will have full medical coverage in terms of health and dental benefits. Initially, the Williams Street site was suppose to hire 120-150 employees for a 24-hour service (averaging 30-40 persons per shift); however, this has not been determined.

Mr. McDonald questioned whether or not a price quotation on goods has been conducted. At this point, Commissioner Palega was not knowledgeable if a price comparison with other stores had been done--perhaps this could be researched sometime in the future. It was his understanding that the ABC market in Oakland has moderate prices.

Commissioner Brown acknowledged Commissioner Palega for his work in this project. Commissioner Palega thanked Commissioner Garlington, former Commissioner Jackson, those who participated in the screening committee, YCD staff and the community as a whole for their cooperation. It was through their efforts that enabled a lot of these young adults to bypass the bureaucracy barriers that are often placed.

Also, the college staff, under the leadership of Ms. Crosson, and Mr. Pitcher were recognized for their support and provisions made. Commissioner Palega noted that work is needed to make sure that when this store opens, these trainees will be relocated to this site, become a member of the union, and have the opportunity of upward mobility in the company.

Ms. Crosson questioned whether or not arrangements have been made in terms of support groups to assist the participants while on the job. Commissioner Palega suggested that this matter be discussed with the Redevelopment Agency and YCD to find out what type of



tracking system will be developed. President Jones asked that Commissioner Palega initiate the support group process and call a meeting with the Redevelopment Agency, YCD and Ms. Crosson. Ms. Johnson volunteered to serve on the committee.

President Jones asked that letters of appreciation be sent to those who participated in this process on behalf of the Commission. Commissioners Garlington and Palega were thanked for their informative update.

Commissioner Garlington wanted to know if the students at the Southeast Campus were taking advantage of the childcare slots that were provided for them at this facility. Ms. Johnson replied that she was informed that the Southeast students will be given full consideration, but there were no reserved slots and that the slots were on a first-come, first-serve basis.

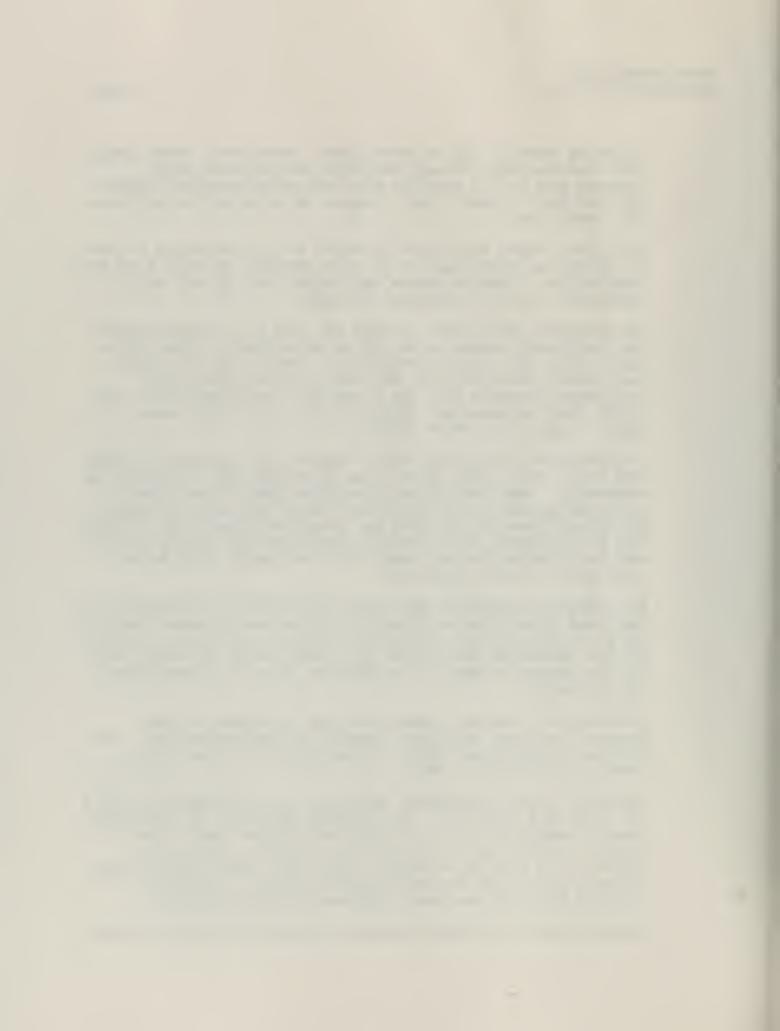
Commissioner Garlington asked whether the childcare staff was aware that slots were to be provided for the Southeast students. President Jones clarified that it was the original agreement to set aside slots for these students. President Jones asked that Ms. Donna Bellorado of Far West Lab be contacted to ascertain what occurred to the slots and the minutes be reviewed as to how many slots were requested by the Commission.

Mr. Pitcher announced that EOC will become the grantee for the Head Start Program shortly, and a new agreement will have to be drawn up. He suggested that an MOU be included in the agreement indicating the reservation of slots for the Southeast students. Meanwhile, he will investigate the situation.

Commissioner Madison questioned the progress of the Decorative Plant Services' report to the Commission. Mr. Pitcher replied that this was on hold until the first meeting in January, 1992.

President Jones had heard rumors of a child being hit by a car near the facility. Mr. Pitcher received an official report yesterday that a child was hit last week. At present, there is no case number; however, the campus security is writing a formal report and upon receipt, Mr. Pitcher will take the appropriate action. The City Traffic Engineer has been apprised of the incident.

Commissioner Garlington wanted to know the status of the



exterior lights at EPM and SECF because the premises are very dark at night. Mr. Pitcher responded that staff is working with the PUC on replacing the light fixture at EPM; the BBR Electrical Shop has been requested to repair the lights at the SECF.

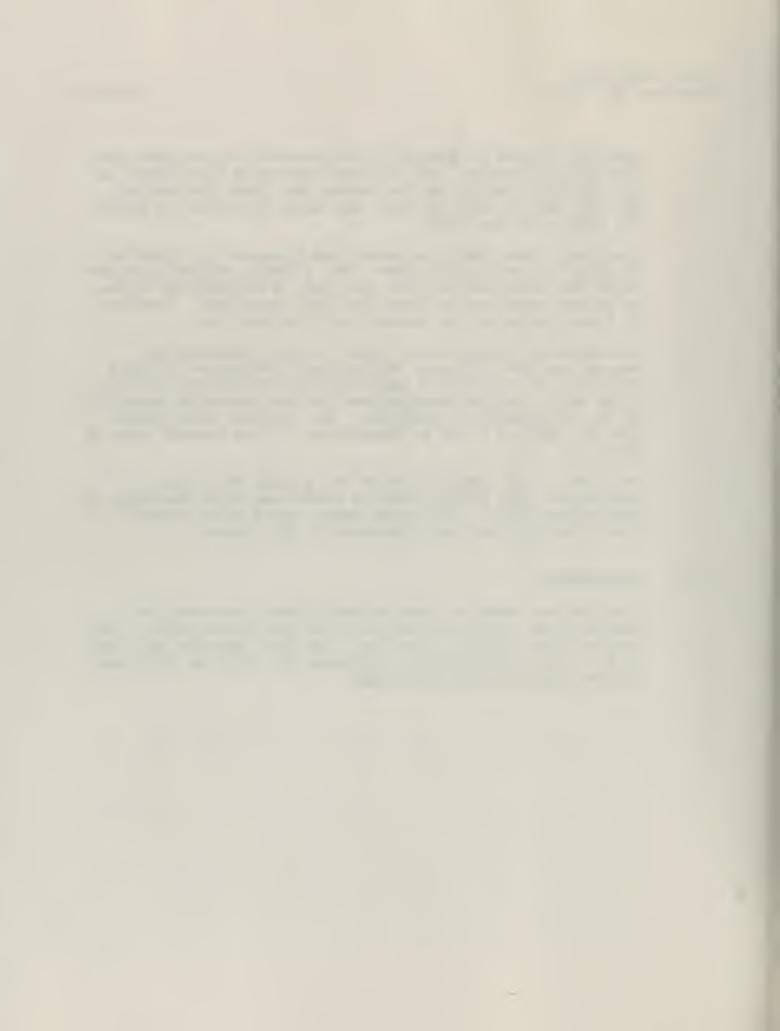
President Jones inquired about the progress of locating security guards for the EPM. Mr. Pitcher stated that the staff has been working with the City's Purchasing Office to obtain security services for that facility. Funding will available in the budget for this service.

Commissioner Palega asked that everyone remember Mr. George Newkirk, Director of Municipal Railways in their prayers. He suffered a massive heart attack and is not doing well. He is hospitalized in the intensive care unit at Kaiser Permanente Hospital. Mr. Pitcher also asked that Mr. Welton Flynn be remembered in the recent loss of his wife.

President Jones reported that the plaque that the Commission gave to Dr. Juanita Owens was also destroyed in the Oakland fire. President Jones asked that another plaque be obtained and presented to Dr. Owens.

VIII. ADJOURNMENT

A motion was made by Commissioner Brown, seconded by Commissioner Garlington and carried for adjournment. The meeting adjourned at 7:30 p.m. The next regular meeting will be held on Wednesday, November 27, 1991 at 6:00 p.m., in the Community Meeting Room.





ART AGNOS Mayor Shirley Jones

President
Sululagi Palega
Vice President

Bobbrie Brown Matt Ettinger Ethel Garlington Louise C. Jones

Scott Madison

SOUTHEAST COMMUNITY FACILITY COMMISSION CITY and COUNTY OF SAN FRANCISCO

NOTICE OF MEETING

Wednesday, November 27, 1991

6:00 p.m.

1800 Oakdale Avenue, Community Meeting Room San Francisco, California 94124

A G E N D A

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF MINUTES November 14, 1991
 - IV. COMMUNICATIONS
 - V. REPORT Todd Cockburn, Executive Director, CWE or Designee
 - VI. NEW BUSINESS
- VII. PUBLIC COMMENT
- VIII. ADJOURNMENT

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ART AGNOS Mavor

Shirley Jones
President

Sululagi Palega Vice President

Bobbrie Brown

Matt Ettinger

Ethel Garlington

Louise Jones

Scott Madison

SOUTHEAST COMMUNITY FACILITY COMMISSION CITY and COUNTY OF SAN FRANCISCO

WEDNESDAY, NOVEMBER 27, 1991 6:00 P.M. 1800 Oakdale Avenue San Francisco, California

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SAN FRANCISCO
PUBLIC LITRARY

I. CALL TO ORDER

The regular session of the Southeast Community Facility Commission was called to order by Commissioner Jones, President, on this date, commencing at 6:10 p.m.

II. ROLL CALL

Commissioners

Present: Commissioner Bobbrie Brown

Commissioner Matt Ettinger Commissioner Ethel Garlington Commissioner Shirley Jones Commissioner Scott Madison Commissioner Sululagi Palega

Excused: Commissioner Louise Jones

Others Present: Alex Pitcher, Public Affairs Manager, CWE; Laroy McDonald, Business Development, Inc.; Ella Stoneham-Brown and Willie McDowell, Public Affairs, CWE; and Liz Palega, CCSF/SECF Commission.

III. APPROVAL OF MINUTES

A motion was made by Commissioner Madison, seconded by Commissioner Garlington and carried to adopt the minutes of November 14, 1991 with necessary corrections.

IV. COMMUNICATIONS

Copies of the appreciation card that was submitted by Commissioner Brown and family to the Commission was available for the Commissioners' perusal.

V. REPORT-TODD COCKBURN, EXECUTIVE DIRECTOR, CWE OR DESIGNEE

The Department of Traffic Engineers contacted Mr. Pitcher stating that they have completed the survey on Phelps Street near the childcare center. They are proposing that a 3-way stop sign and crosswalk be placed on Newcomb and Phelps, and crosswalks on Oakdale and Phelps. This will have to be presented to the Board of Supervisors for approval and the process will take approximately two months for completion. Meanwhile, Mr. Pitcher will request the SFPD to move up the patrol in this area.

Commissioner Ettinger suggested that the street lighting be reviewed as well. (Mr. Pitcher will request that the lights on Phelps and Newcomb be inspected.) Commissioner Ettinger asked if funds were available to hire a crosswalk guard on a part-time basis (a retiree or childcare staff person) until the crosswalks were installed.

Commissioner Garlington stated that there should be a schedule for the two childcare sessions, so that the crosswalk guard could assist during those sessions. President Jones added that the childcare schedule is from 8 a.m. to 12 noon and from 12:30 to 4:30 p.m. Mr. Pitcher noted that as a City agency, the Commission would be liable and it would not be advisable to encourage tenants to place someone to patrol the area until it goes through the necessary channels.

ACTION: A motion was made by Commissioner Madison, seconded by Commissioner Garlington and carried to accept Mr. Pitcher's report.

VI. NEW BUSINESS

Mr. Pitcher informed the Commission that the Wednesday meeting of the Commission will be December 25th. He suggested that the Commission select another date to replace that meeting. After deliberation on the subject, it was decided to cancel the meeting of December 25th and hold the second meeting of the month on Thursday,

December 19, 1991.

ACTION: Commissioner Madison moved, seconded by Commissioner Garlington and carried to change the regular meeting date of December 25th to Thursday, December 19, 1991.

President Jones wanted to know the feasibility of the Commission's involvement in the installation of a sign for the Southeast Health Center located at 2401 Keith Street-perhaps submission of a letter of endorsement.

ACTION: A motion was made by Commissioner Palega, seconded by Commissioner Ettinger and carried to have Mr. Pitcher investigate whether or not the City can install signs for the Southeast Health Center.

Mr. Pitcher will contact President Jones for the specific locations to place the signs.

President Jones requested that a letter be sent on behalf of the Commission thanking Ms. Gloria Crosson for sponsoring the Commissioners at the Thanksgiving luncheon.

VII. PUBLIC COMMENT

Mr. Pitcher announced that Commissioner Brown has been elected President of the Trustee Board of Providence Baptist Church. She is the first female member to have such an honor.

Commissioner Palega reported that Mr. George Newkirk is doing a lot better. He is off of the respirator and is able to receive visitors. He remains in the intensive care unit on the 7th floor at Kaiser Hospital.

Commissioner Madison wished everyone a "Happy Thanksgiving".

VIII. ADJOURNMENT

A motion was made by Commissioner Garlington, seconded by Commissioner Palega and carried for adjournment. The meeting adjourned at 6:35 p.m. The next regular meeting will be held on Thursday, December 12, 1991 at 6:00 p.m., in the Community Meeting Room.





Shirley Jones President

Sululagi Palega Vice President

Bobbrie Brown Matt Ettinger Ethel Garlington Louise C. Jones Scott Madison

SOUTHEAST COMMUNITY FACILITY COMMISSION CITY and COUNTY OF SAN FRANCISCO

NOTICE OF MEETING

Thursday December 12, 1991 6:00 p.m.

1800 Oakdale Avenue, Community Meeting Room San Francisco, California 94124

AGENDA

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- CALL TO ORDER
- II. ROLL CALL

I.

- III. APPROVAL OF MINUTES November 27, 1991
 - IV. COMMUNICATIONS
 - V. REPORT Todd Cockburn, Executive Director, CWE or Designee
- VI. NEW BUSINESS
- VII. PUBLIC COMMENT
- VIII. ADJOURNMENT





Shirley Jones
President

Sululagi Palega Vice President

Bobbrie Brown

Matt Ettinger

Ethel Garlington

Louise Jones

Scott Madison

SOUTHEAST COMMUNITY FACILITY COMMISSION CITY and COUNTY OF SAN FRANCISCO

M I N U T E S
THURSDAY, DECEMBER 12, 1991
6:00 P.M.
1800 Oakdale Avenue
San Francisco, California

I. CALL TO ORDER

The regular session of the Southeast Community Facility Commission was called to order by Commissioner Jones, President, on this date, commencing at 6:10 p.m.

II. ROLL CALL

Commissioners

Present: Commissioner Bobbrie Brown

Commissioner Matt Ettinger Commissioner Ethel Garlington Commissioner Louise Jones Commissioner Shirley Jones

Commissioner Scott Madison Commissioner Sululagi Palega DOCUMENTS DEPT.

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Others Present: John Rathsam, Department of Real Estate; Alex Pitcher, Public Affairs Manager, CWE; Laroy McDonald, Business Development, Inc. (BDI); Gloria Crosson, Dean, CCSF Southeast Campus; Rose Mary Johnson, Counselor, CCSF Southeast Campus; Ella Stoneham-Brown and Willie McDowell, Public Affairs, CWE; and Liz Palega, CCSF/SECF Commission.

III. APPROVAL OF MINUTES

A motion was made by Commissioner Madison, seconded by Commissioner Garlington and carried to adopt the minutes of November 27, 1991 with necessary corrections.

IV. COMMUNICATIONS

The following correspondence were submitted for the Commissioners' perusal:

- a) Letter of appreciation addressed to Ms. Gloria Crosson for the Thanksgiving luncheon at the Downtown Campus.
- b) Letter of concern from Principal Gloria Hampton at the Jamestown Learning Center regarding the EPMC.

V. REPORT-TODD COCKBURN, EXECUTIVE DIRECTOR, CWE OR DESIGNEE

Mr. Pitcher suggested that Commissioner Palega's subcommittee call a meeting to discuss the matter of the Jamestown Learning Center in-depth. He recommended that a third member be selected to the committee to replace former Commissioner Jackson-Sims who served on it. Commissioner Louise Jones was appointed to serve on the Facility Committee. (Notices will be sent regarding the meeting date of the subcommittee and Mr. Pitcher can be contacted for further information.)

Mr. Pitcher announced that due to a scheduled engagement in the Community Room on December 19th, the Commission meeting on that date will have to be held in another location. Ms. Crosson has consented to the utilization of the Southeast Campus, Room 510 to hold the next Commission meeting.

Ms. Ella Stoneham-Brown had spoken to President Jones regarding a preferable date for the tour of the satellite childcare centers. President Jones had suggested that perhaps the second week in January would be an appropriate time. Ms. Stoneham-Brown requested that the Commissioners review their calendars for that particular week and contact Mr. Pitcher's office with a date most convenient for each of them.

Mr. Pitcher extended an invitation to the Commission to attend the Business Development, Inc.'s Christmas Party in the Community Room on December 19th, 2:00 p.m.

ACTION: A motion was made by Commissioner Garlington, seconded by Commissioner Ettinger and carried to accept Mr. Pitcher's report.

VI. NEW BUSINESS

No new business was discussed.

VII. PUBLIC COMMENT

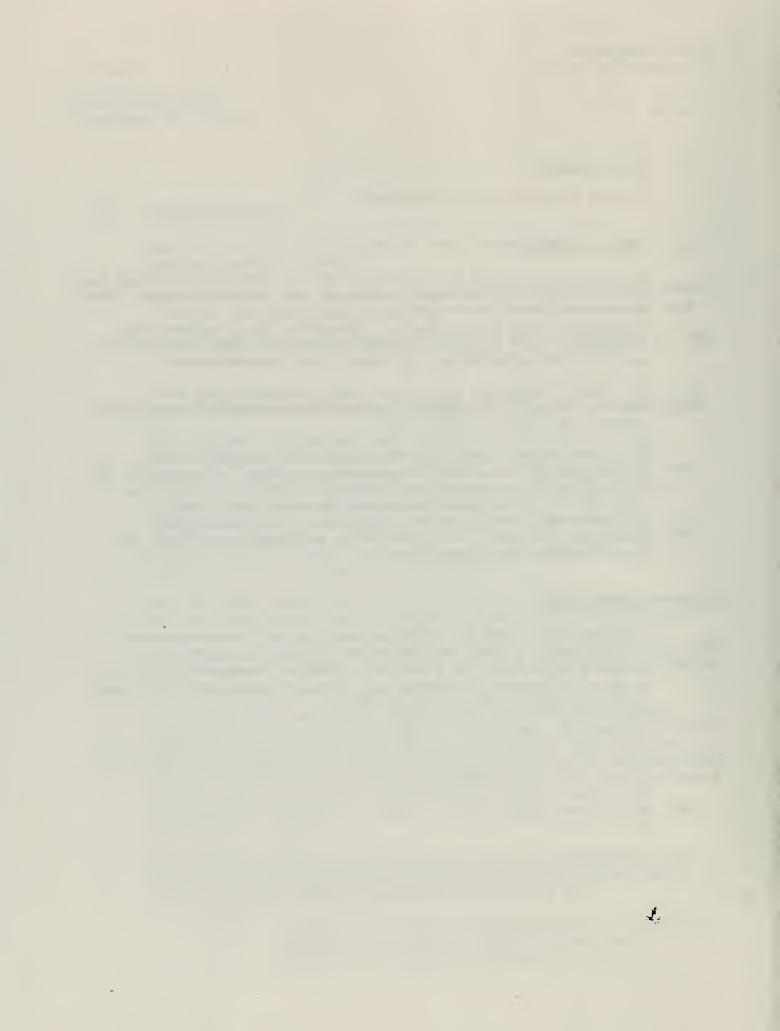
Mr. Laroy McDonald was informed by the student filling the slot in the CCSF Culinary Program, Ms. Tanisha Brady, that she has received "A" grades in her finals. If she continues with "A's" she can complete the program next semester. She will be attending the BDI Christmas Party and have an opportunity to meet the Commissioners.

Mr. Laroy McDonald announced that preparations are underway for a retirement party in March of 1992 for his father, Mr. Marvin McDonald.

President Jones reported that she and Commissioner Garlington's terms will expire this month. There will be a swearing-in ceremony on December 13th, 11:00 a.m. at City Hall. President Jones had decided not to be reappointed to the SECF Commission. She encouraged everyone, however, to attend the ceremony on behalf of Commissioner Garlington.

VIII. ADJOURNMENT

A motion was made by Commissioner Garlington, seconded by Commissioner Palega and carried for adjournment. The meeting adjourned at 6:30 p.m. The next meeting will be held on Thursday, December 19, 1991 at 6:00 p.m. in the CCSF Southeast Campus, Room 510.





Shirley Jones President

Sululagi Palega Vice President

Bobbrie Brown Matt Ettinger Ethel Garlington Louise C. Jones Scott Madison

SOUTHEAST COMMUNITY FACILITY COMMISSION CITY and COUNTY OF SAN FRANCISCO

SPECIAL MEETING
Thursday, December 19, 1991
6:00 p.m.

1800 Oakdale Avenue, Room 510 San Francisco, California 94124

AGENDA

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF MINUTES December 12, 1991
 - IV. COMMUNICATIONS
 - V. REPORT Todd Cockburn, Executive Director, CWE or Designee
- VI. NEW BUSINESS
- VII. PUBLIC COMMENT
- VIII. ADJOURNMENT

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Shirley Jones President

Sululagi Palega Vice President

Bobbrie Brown Matt Ettinger

Ethel Garlington

Louise Jones
Scott Madison

SOUTHEAST COMMUNITY FACILITY COMMISSION CITY and COUNTY OF SAN FRANCISCO

M I N U T E S
THURSDAY, DECEMBER 19, 1991
6:00 P.M.
1800 Oakdale Avenue
San Francisco, California

I. CALL TO ORDER

The regular session of the Southeast Community Facility Commission was called to order by Commissioner Palega, Vice President, on this date, commencing at 6:10 p.m.

II. ROLL CALL

Commissioners

Present: Commissioner Bobbrie Brown

Commissioner Matt Ettinger
Commissioner Ethel Garlington
Commissioner Louise Jones
Commissioner Shirley Jones

Commissioner Scott Madison Commissioner Sululagi Palega SAN FRANCISCO PUBLIC LIBRAR!

Others Present: Alex Pitcher, Public Affairs Manager, CWE; Ella Stoneham-Brown and Willie McDowell, Public Affairs, CWE; and Liz Palega, CCSF/SECF Commission.

III. APPROVAL OF MINUTES

A motion was made by Commissioner Ettinger, seconded by Commissioner Garlington and carried to adopt the minutes of December 12, 1991 with necessary corrections.

IV. COMMUNICATIONS

No communications were submitted.

V. REPORT-TODD COCKBURN, EXECUTIVE DIRECTOR, CWE OR DESIGNEE

Mr. Pitcher received a letter from Mr. Norman Bray informing him that the City Traffic Engineers have proceeded with recommendations to the Board of Supervisor for the installation of a three-way stop sign on Newcomb and Phelps and crosswalks on Oakdale and Phelps. (Copies were available for the Commissioners' perusal.)

Commissioner Ettinger questioned if the Commission had approved Mr. Bray's recommendations. Mr. Pitcher replied that the communication is being accepted as part of the report. However, Mr. Bray's recommendations are to the Board of Supervisors through the City structure. Those who desire to make objections or recommendations may do so at the hearing when this item appears on the calendar of the Committee of the Board of Supervisors.

Mr. Pitcher drew a diagram of where the signs would be placed, upon the request of Commissioner Ettinger. He noted that this still has to be approved by the Board of Supervisors. (The Commissioners will be notified when this item appears on the Calendar.)

President Jones asked if the Commission should submit a letter of support. Mr. Pitcher suggested that a letter be sent when it appears on the Calendar of the Committee.

The job announcement and applications for the Executive Director position are out. The deadline is January 17th. Mr. Pitcher asked that his office be contacted for additional applications and submission of names of possible candidates who will be applying. The personnel selection subcommittee will be involved in screening the applicants and making the final selection.

On Christmas day, black social groups will be using the EPMC to handout toys and dinners for the homeless and low-income families. Mr. Pitcher asked that needy families be informed to attend.

There will be a holiday celebration on Sunday, December 29th, in the Community Room, 1:30 to 6:00 p.m., free of charge. Mayor-elect Frank Jordan will be in attendance. Ms. Espanola Jackson can be contacted for additional information at 467-0535.

Mr. Pitcher extended to the Commission on behalf of the City and County of San Francisco (Rudolph Nothenberg, Richard Evans and Todd Cockburn) a gracious holiday season and appreciation to the Commission for all their hard work and efforts.

ACTION: A motion was made by Commissioner Madison, seconded by Commissioner Garlington and carried to accept Mr. Pitcher's report.

VI. NEW BUSINESS

No new business was discussed.

VII. PUBLIC COMMENT

Commissioner Brown wished everyone a "Merry Christmas and Prosperous New Year" and expressed her appreciation to everyone for their moral support during her time of grief.

Commissioner Ettinger expressed concern that this was President Jones' last meeting. Mr. Pitcher explained that all Commissioners serve until their successors are named or until a letter from the Mayor is received stating that their services are no longer needed.

Commissioners Shirley Jones and Garlington's terms had expired in November. Both Commissioners were offered to be sworn-in for a new term and Commissioner Garlington sought to be sworn-in; however, Commissioner S. Jones decided not to do so at that time. Commissioner S. Jones is still as much a part of the Commission until one of two things occur: 1) Mayor Agnos decides to appoint someone in Commissioner S. Jones' place before leaving; or 2) Mayor-elect Jordan chooses to appoint someone when he comes into office. Therefore, Commissioner S. Jones remains on the SECF Commission until this occurs or until she decides to resign. This process applies to all City Commissions.

Commissioner Palega stated that until such time, the Commission needs to conduct business as usual and there is still a lot of work ahead that needs to be done in this community. Whoever gets appointed to this Commission

needs to understand the role of this Commission to the community and its residents.

Commissioner Palega added that it has been a pleasure working with this body for the past three years and a lot has been accomplished, such as the efforts that were made in acquiring a director for the Senior Escort Program who is sensitive to the needs of the target population being served. This Commission managed to accomplish things that were established in the original plans for this facility, such as the childcare center. This Commission has taken on additional responsibilities and have risen to the occasion quite well. Overall, this Commission has established a real base for this community throughout the City and County of San Francisco. Commissioner Palega concluded that he looks forward to serving on the Commission with everyone--until which time the chiefelected official makes a decision on which direction to proceed.

VIII. ADJOURNMENT

A motion was made by Commissioner Garlington, seconded by Commissioner Ettinger and carried for adjournment. The meeting adjourned at 6:35 p.m. The next regular meeting will be held on Thursday, January 9, 1992 at 6:00 p.m., in the Community Room.

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